



**THOMAS L. GARTHWAITE, M.D.**  
Director and Chief Medical Officer

**FRED LEAF**  
Chief Operating Officer

COUNTY OF LOS ANGELES  
DEPARTMENT OF HEALTH SERVICES  
313 N. Figueroa, Los Angeles, CA 90012  
(213) 240-8101

BOARD OF SUPERVISORS

**Gloria Molina**  
First District

**Yvonne Garthwaite Burke**  
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Fifth District

December 4, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**FAMILY PLANNING PROGRAM**  
(All Districts) (3 Votes)

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Director of Health Services, or his designee, to sign Amendment No. 2 to Agreement No. H-212731, substantially similar to Exhibit I, with California Family Health Council, Inc. (CFHC) to decrease the Financial Performance by \$265,299, from \$981,709 to \$716,410, 100% offset with Federal Title X funds, retroactive for Calendar Year (CY) 2003, with provision for a one-year automatic renewal in the amount of \$775,964 for CY 2004, contingent upon the receipt of Federal Title X funds.
2. Approve and instruct the Director of Health Services, or his designee, to sign Amendment No. 2, substantially similar to Exhibits II and III with JWCH Institute, Inc. (JWCH) (H-212730) to decrease the County maximum obligation by \$56,093, from \$252,782 to \$196,689 and with Harbor-UCLA Research and Education Institute, Inc. (REI), (H-212729) to decrease the County maximum obligation by \$71,595, from \$183,816 to \$112,221 for the provision of family planning services, 100% offset with Federal Title X funds, retroactive for CY 2003, with provision for a one-year automatic renewal in the amount of \$259,621 for JWCH and \$88,055 for REI for CY 2004, contingent upon Federal Title X funding.
3. Delegate authority to the Director of Health Services, or his designee, to accept a future Letter of Authorization for CY 2004 not to exceed 25% of the CY 2003 base award of \$716,410 from the CFHC, upon review and approval by County Counsel and notification of Board offices.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTIONS:

Family Planning services provided in Department of Health Services (DHS) and Family Planning sites facilities include basic contraceptive services, special population projects, partnering projects and males services programs. Board approval of the recommended actions will ensure the continued provision of family planning program services and special projects to Los Angeles County for CY 2003 and 2004.

FISCAL IMPACT/FINANCING

The total program cost for CY 2003 is \$716,410, 100% offset with Federal Title X funds. The total program cost includes \$281,606 for Basic Contraceptive Services (BCS); \$176,290, for Special Population; \$70,516 for Partnering Projects; \$11,250 for Male Services; and \$176,748 for Family Planning Program Administration expenditures (Attachment B). There are no net County costs.

Funding is included in the Fiscal Year (FY) 03-04 Adopted Budget and will be requested as a continuing appropriation for future fiscal years.

Federal Title X funding allocations for subcontractors, service areas, and the Family Planning Program Administration unit for January 1, 2003 through December 31, 2003 are as follows:

	<u>BCS</u>	<u>Special Population</u>	<u>Partnering Projects</u>	<u>Male Services</u>	<u>Administration</u>	<u>Total</u>
JWCH	\$ 95,270	\$ 45,625	\$55,794	\$ 0	\$ 0	\$196,689
REI	41,575	49,674	9,722	11,250	0	112,221
County Providers	144,761	80,991	5,000	0	0	230,752
Program Adm.	0	0	0	0	176,748	176,748
Total	\$281,606	\$176,290	\$70,516	\$11,250	\$176,748	\$716,410

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

For a number of years, the Board has approved agreements with CFHC and the County's affiliated subcontractors for the continued provision of family planning services in County and community facilities. The master agreement with CFHC provides for the receipt of Federal Title X funds from the CFHC to offset expenditures for the subcontract costs with REI and JWCH.

On several subsequent occasions, the Board has accepted Letters of Authorization for Federal Title X funds from CFHC to support family planning activities to approve related subcontract agreements for the continuation of family planning services.

On June 12, 2001, the Board accepted two Letters of Authorization from the CFHC in the amount of \$925,674, for the period of January 1, 2001 through December 31, 2001, for the provision of family planning services. At the same time, the Board also approved new subcontract agreements with REI in the amount of \$170,277 and with JWCH Institute, Inc. in the amount of \$219,053, for the provision of family planning services and special projects for CY 2001, with provision for a one-year automatic renewal.

On December 2, 2002, the Board accepted a Letter of Authorization from the CFHC in the amount of \$981,709, for CY 2002, for the provision of family planning services and approved Amendment No. 1 to agreements with CFHC, JWCH, and REI for CY 2002, with provision for a one-year automatic renewal through December 31, 2003. The Board also approved delegated authority to accept future Letters of Authorization for CY 2003 not to exceed \$981,709 from CFHC, upon review and approval by County Counsel and notification of Board offices.

On July 11, 2003 the Department exercised the delegated authority approved by the Board on December 2, 2002 to accept Federal Title X funds from CFHC in the amount of \$705,160 for Family Planning Program Services and \$11,250 for the Male Services Program for CY 2003.

Amendment No. 2 to master Agreement H-212731 with CFHC provides for the receipt of Federal Title X funds for CY 2003 for family planning services. Federal Title X funding allocations for subcontract agreements with JWCH and REI were reduced for CY 2003 due to a decrease in Federal Title X funding from CFHC as a result of the closure of 13 Title X Family Planning sites in 2002. Each subcontractor was notified on February 3, 2003 of the reduced funding allocations and have worked within the maximum limits throughout the year.

Amendment No. 2 to Agreement No. H-212729 with REI provides BCS, Special Population and Partnering Projects at Harbor-UCLA REI's Women's Health Care Clinic, funded by CFHC Federal Title X allocations for CY 2003 and State Family Planning, Access, Care, and Treatment (PACT) service. The County will bill State Family PACT and Medi-Cal for REI for a 5% fee. Amendment No. 2 also provides Federal Title X funding for the Male Services Program.

Amendment No. 2 to Agreement No. H-212731 with JWCH provides BCS, Special Population, and Partnering Projects at four Comprehensive Health Centers (CHC), i.e., El Monte, H. Claude Hudson, Hubert H. Humphrey and Edward R. Roybal. This agreement is also funded by CFHC Federal Title X allocations for CY 2003 and State Family PACT services. JWCH will bill the State Family PACT and Medi-Cal directly for reimbursement. Other family planning program services provided by JWCH and REI include program evaluation, patient education and counseling, community education and outreach, and special projects.

Amendment No. 2 with REI and JWCH are retroactive to January 1, 2003 through December 31, 2003, with provision for a one-year automatic renewal through December 31, 2004, subject to the availability of Federal Title X funding. The amendment to the master agreement with CFHC and subcontract agreements with JWCH and REI were submitted retroactively because the program office and CFHC were in continual negotiations and made program changes throughout the year. The Statement of Work was not finalized with CFHC until October, 2003.

The new provision for Safely Surrendered Baby Law is included in Amendment No. 2 for JWCH and REI.

County Counsel has reviewed Exhibits I, II and III as to form.

Attachments A and B provide additional information.

CONTRACTING PROCESS:

On February 17, 1997, a Request for Proposals (RFP) was released to prospective proposers and advertised in local newspapers for the provision of State Family PACT services. By the proposal submission deadline, the Department received two proposals, one from JWCH and a second proposal from Harbor-UCLA Medical Foundation, Inc., with REI as the subcontractor for the implementation of State Family PACT services. A DHS evaluation committee consisting of DHS and community representatives recommended the selection of JWCH and Harbor-UCLA Medical Foundation, Inc., as the providers of Family PACT services. Additionally, these agencies would receive Federal Title X funds for BCS and other family planning related projects through County subcontract agreements.

In April 1998, Harbor-UCLA Medical Foundation, Inc. withdrew their proposal as the primary contractor for REI. As a result, the Department recommended REI to provide family planning services on a sole source basis because they have been providing these services at Harbor-UCLA REI's Women's Healthcare clinic for more than 30 years.

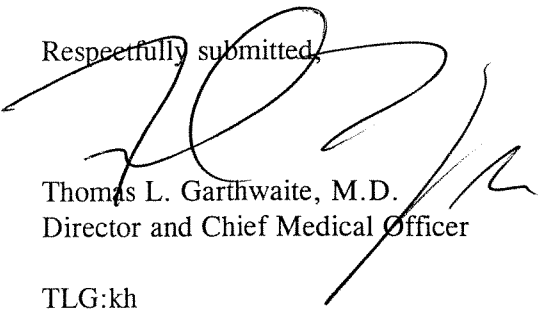
To advertise these amendments on the Los Angeles County Online Web Site is not appropriate. However, DHS will advertise upcoming contract opportunities as they apply to the Department's plans to re-solicit these services in the future.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

The approval of a master agreement amendment with CFHC provides Federal Title X funds necessary to continue family planning program services. The agreement amendments with JWCH and REI will provide for the continued delivery of family planning services throughout Los Angeles County through December 31, 2004.

When approved, the Department of Health Services requires three signed copies of the Board's action.

Respectfully submitted,



Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:kh

Attachments (3)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

BLETCD3034KH  
11/16/03



## SUMMARY OF AGREEMENTS

1. TYPE OF SERVICES:

Family planning services provided in DHS facilities and family planning sites, including basic contraceptive services, special population projects, partnering projects and male services program.

2. AGENCY/ CONTACT PERSONS:

California Family Health Council, Inc. (CFHC)  
3600 Wilshire Boulevard, Suite 600  
Los Angeles, California 90010  
Attention: Margie Fites-Seigle, Chief Executive Officer  
Telephone: (213) 386-5614  
Facsimile: (213) 368-4410  
e-mail address: [www.cfhc.org](http://www.cfhc.org)

Subcontracts:

- A. JWCH Institute, Inc.  
1910 West Sunset Blvd., Suite 650  
Los Angeles, California 90026-3290  
Attention: Alvaro Ballesteros, Executive Director  
Telephone: (213) 484-1186  
Facsimile: (213) 413-3443
- B. Harbor UCLA Research and Education Institute (REI)  
1124 West Carson Street, Bldg. N14, Room 6  
Torrance, California 90502-2064  
Attention: Kenneth P. Trevett J.D., President and Chief Financial Officer  
Telephone: (310) 222-3601  
Facsimile: (310) 222-3603

3. TERM OF AGREEMENT:

The term of the master agreement amendment with CFHC is January 1, 2003 through December 31, 2003, with provision for a one-year automatic renewal for CY 2004, contingent upon the receipt of Federal Title X funds.

The term of Amendment No. 2 with JWCH and REI is January 1, 2003 through December 31, 2003, with provisions for a one-year automatic renewal for CY 2004, contingent upon the receipt of Federal Title X funds.

4. FINANCIAL INFORMATION:

The total program cost for CY 2003 is \$716,410, 100% offset with Federal Title X funds. The CFHC allocations are as follows: Basic Contraceptive Services (BCS) \$281,606; Special Population Project \$176,290; Partnering Projects \$70,516; Male Services Program \$11,250; and Program Administration \$176,748.

The total maximum County obligation for JWCH is \$196,689. This amount consists of \$95,270 for BCS; \$45,625 for Special Population Project; and \$55,794 for Partnering Projects.

The total maximum County obligation for REI is \$112,221. This amount consists of \$41,575 for BCS; \$49,674 for Special Population Project; \$9,722 for Partnering Projects; and \$11,250 for Male Services program.

Funding is included in the Fiscal Year (FY) 03-04 Adopted Budget and will be requested as a continuing appropriation for future fiscal years.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. SERVICES INFORMATION:

The projected number of unduplicated client users is estimated at 29,000 for the period of January 1, 2003 through December 31, 2003.

7. DESIGNATED ACCOUNTABLE FOR PROJECT MONITORING:

John F. Schunhoff, Ph.D., Chief of Operations, Public Health

8. APPROVALS:

Public Health: John F. Schunhoff, Ph.D., Chief of Operations

Contracts and Grants Division: Riley J. Austin, Acting Chief

County Counsel (approval as to form): Kelly Auerbach-Hassel, Deputy County Counsel

BLETCDD3034.KH

12/4/03

Contract No. H-212731-2

**FAMILY PLANNING PROGRAM AGREEMENT**

Amendment No. 2

THIS AMENDMENT is made and entered into this \_\_\_\_\_ day  
of \_\_\_\_\_, 2003,

by and between

COUNTY OF LOS ANGELES (hereafter  
"County"),

and

CALIFORNIA FAMILY HEALTH  
COUNCIL, INC. (hereafter "CFHC")

WHEREAS, County reference is made to that certain document  
entitled "FAMILY PLANNING PROGRAM AGREEMENT", dated June 12,  
2001, and further identified as County Agreement No. H-212731,  
between the County and California Family Health Council, Inc. and  
any Amendments thereto ( all hereafter "Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend  
Agreement to decrease the CFHC Financial Performance obligation  
and make other hereinafter designated changes; and

WHEREAS, said Agreement provides that changes may be made in  
the form of a written amendment which is formally approved and  
executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall become effective on January 1, 2003.
2. Paragraph 1, TERM, shall be revised as follows:

"1. TERM: The performance period of this Agreement is January 1, 2001 through December 31, 2003. This Agreement shall thereafter be automatically renewed for a one-year period, January 1, 2004 through December 31, 2004, contingent upon the receipt of Federal Title X funding and subject to renegotiation by the parties hereto of the provisions of Paragraph 5 of the body of this Agreement and of Exhibits A, A-1, A-2, A-3, B, B-1, B-2 and B-3 attached hereto and incorporated herein by reference. In any event, this Agreement may be cancelled or terminated at any time by either party upon giving of thirty (30) days' written notice to the other."

3. Paragraph 2, STATEMENT OF WORK, shall be revised in its entirety as follows:

"2. STATEMENT OF WORK: County shall, in a satisfactory and proper manner, perform the functions and services described in Exhibit A-2 and A-3, "Statement of Work", attached hereto and incorporated herein by reference for the provision of family planning services.

County subcontracts and any modifications thereto for the purpose of performing the services of work goals as set forth in subcontract Exhibits B, B-1, B-2, C, and C-1 with JWCH, Inc. and Harbor-UCLA Research and Education Institute, shall be submitted to CFHC for its prior approval."

4. Paragraph 4, FINANCIAL PERFORMANCE, shall be revised in its entirety as follows:

"4. FINANCIAL PERFORMANCE:

A. For the period of January 1, 2001 through December 31, 2001, CFHC, shall reimburse County for services provided to eligible Family Planning Clients and Services patients under Federal Title X augmentation funding up to the following maximum amounts:

Basic Contraceptive Services (BCS)	\$513,610
Special Population	212,928
Partnering Projects	85,172
Male Services Program	<u>73,964</u>
Total CFHC Allocation	\$ 925,674

B. For the period of January 1, 2002 through December 31, 2002, CFHC, shall reimburse County for services provided to eligible Family Planning Clients and Services patients under Federal Title X augmentation funding up to the following maximum amounts:

Basic Contraceptive Services (BCS)	\$630,152
Special Population	235,040
Partnering Projects	94,017
Male Services Program	<u>22,500</u>
Total CFHC Allocation	\$981,709

C. For the period of January 1, 2003 through December 31, 2003, CFHC, shall reimburse County for services provided to eligible Family Planning Clients and Services patients under Federal Title X augmentation funding up to the following maximum amounts:

Basic Contraceptive Services (BCS)	\$458,354
Special Population	176,290
Partnering Projects	70,516
Male Services Program	<u>11,250</u>
Total CFHC Allocation	\$716,410

D. Third Party Revenue - County and CFHC shall review the subcontractors' financial performance statements and any other subcontractor reports required by County and CFHC, satisfactory to County, CFHC, and the particular fee services are rendered for eligible patients, and that the receipts from these bills are applied to augment the family planning program in County's operated facilities, less reasonable billing and collection costs.

E. Supplemental Funding - In the event CFHC receives increased Federal Title X funds, CFHC may increase the amounts specified in Subparagraph 4C above.

Any funding changes shall be implemented in accordance with provisions of Paragraph 19 ALTERATION OF TERMS of Agreement."

F. For the period of January 1, 2004 through December 31, 2004, contingent upon Federal Title X funds, CFHC shall reimburse County for services provided to eligible Family Planning Clients and Services patients under Federal Title X augmentation funding up to the following maximum amounts:

Basic Contraceptive Services (BCS)	\$504,377
Special Population	193,991
Partnering Projects	<u>77,596</u>
Total CFHC Allocation	\$775,964

5. Paragraph 9, SPECIAL REPORTING REQUIREMENTS, shall be revised to read as follows:

"9. SPECIAL REPORTING REQUIREMENTS: County shall submit to CFHC the following required reports in compliance with the dates and conditions specified herein below:

<u>Frequency of</u>	<u>Due Date</u>	<u>To CFHC</u>
<u>Report Title</u>	<u>Submission</u>	
Title X Quarterly Progress Report	Quarterly	1 <sup>st</sup> Quarter Report due April 30, 2003; 2 <sup>nd</sup> after Report due July 30, 2003; 3 <sup>rd</sup> Quarter Report due October 30, 2003; and 4 <sup>th</sup> Quarter Report due

January 30, 2004.

Request for Funds Monthly

17<sup>th</sup> of the month following the month reported.

Statement of Revenue and Expenditure Report Quarterly

30<sup>th</sup> of the month following the period reported. 1<sup>st</sup> Quarter report due April 30, 2003; 2<sup>nd</sup> Quarter Report due July 30, 2003; 3<sup>rd</sup> Quarter report due October 30, 2003; and 4<sup>th</sup> Quarter Report due January 30, 2004.

Report of Expenditures Annual

45 days following the close of the Agreement period (February 15, 2004)

Equipment Inventory Annual

45 days following the close of the Agreement period (February 15, 2004)

Special Reports surveys and questionnaires as requested by CFHC or its funding source Specified Date

Specified Date

All reports must be received at CFHC by 5:00 p.m. on the due date designated. If the due date occurs on a weekend day or a designated federal holiday, the report will then become due by 5:00 p.m. of the following closest business day.

Failure to submit required or requested Reports may result in withholding payment under this contract or may be considered a breach of contract which may result in



termination of the contract. Enforcement of contractual provisions for reporting are in accordance with CFHC Board of Directors policy that was revised and approved on November 22, 2002.

Special reports may be requested by CFHC or its funding sources upon thirty (30) days' notice to County. Insofar as they directly affect County Department of Health Services' Federal Title X Basic Contraceptive Services (BCS), CFHC must be notified immediately of any other grants or contracts related to Federal Title X BCS which may be received during the term of this Agreement. Notification must include the name of the funding source, grant or contract number, the effective period of the grant or contract, the amount of the grant or contract, and a brief description of the services to be provided."

6. Paragraph 27, ENTIRE AGREEMENT, shall be amended to read as follows:

"27. ENTIRE AGREEMENT: The body of this Agreement, Exhibits A, A-1, A-2 B, B-1, B-2, C and C-1, attached hereto, shall constitute the complete and exclusive statement of understanding between the parties which supersedes all previous agreements, written or oral, and all other communications between the parties relating to the subject matter of this Agreement. In the event of any conflict or

inconsistency in the definition or interpretation of any word, responsibility, service, or schedule, between the body of this Agreement and the other above referenced documents, or between such other documents, such conflict or inconsistency shall be resolved by giving precedence first to the body of this Agreement and then to such other documents according to the following priority:

1. Exhibits A, A-1, A-2, A-3
2. Exhibits B, B-1, B-2, B-3
3. Exhibit C, C-1

7. As of January 1, 2003, Exhibit A-2 shall be added to the Agreement.

8. As of January 1, 2003, Exhibit B-2 shall be added to the Agreement.

9. As of January 1, 2003, Exhibit C-1 shall be added to the Agreement.

10. As of January 1, 2003, Exhibits A-2, B-2 and C-1 shall supersede and replace Exhibits A-1 , B-1 and C, respectively.

11. As of January 1, 2004, Exhibit A-3 shall be added to the Agreement, contingent upon Federal Title X funding.

12. As of January 1, 2004, Exhibit B-3 shall be added to the Agreement, contingent upon Federal Title X funding.

13. Except for the changes set forth herein above, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of  
Los Angeles has caused this Amendment to be subscribed by its

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Director of Health Services, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

CALIFORNIA FAMILY HEALTH  
COUNCIL, INC. \_\_\_\_\_

Contractor

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Title \_\_\_\_\_  
(AFFIX CORPORATE SEAL )

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL  
LLOYD W. PELLMAN  
County Counsel

APPROVED AS TO CONTRACT  
ADMINISTRATION:

Department of Health Services

By \_\_\_\_\_  
Acting Chief, Contracts and  
Grants Division

AMENDCD3035.KH  
Kh:12/4/03

EXHIBIT A-2

REVISED 3/7/03

EXHIBIT A-2

## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

**1-Administrative Goals and Objectives: To enhance the administration of the Delegate Agency to provide family planning services.**

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Implement or maintain a review process of all agency functions, in order to ensure compliance with all Title X regulations, by December 31, 2003	1.A A review committee consisting of administrative and medical personnel will meet at least once annually to review the policies and procedures related to the family planning program.	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Meeting minutes will be maintained which document the administrative team meetings and resulting activities.
	1.B A patient satisfaction survey will be completed by 285 clients.	1.B Title X Family Planning Program Administrative and Medical Liaisons	1.B Patient satisfaction surveys will be completed, summarized and kept on file. Findings will be used to develop a corrective action plan and make the appropriate changes.
	1.C Delegate Agency will maintain and update a community needs assessment on a periodic basis to define agency's role in the community.	1.C Title X Family Planning Program Administrative and Medical Liaisons	1.C Community needs assessment will be conducted and results kept on file. Findings will be used to modify services to address community needs.
	1.D The Education Materials Review Committee, consisting of at least five community members, will meet at least once annually to review and approve the educational materials used by	1.D Title X Family Planning Program Administrative and Medical Liaisons	1.D Meeting minutes will be maintained which document the Educational Materials Review Committee meetings and resulting activities.

## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.

a) Clinical Worksheet for Objectives 1 - 3

				CONTRACT REQUIREMENTS
OBJECTIVE 1	1.A	By December 31, 2003 Delegate Agency will see approximately the following number of clients in the corresponding poverty levels:	POVERTY LEVEL	
			<100%	25,000
			101% - 150%	3,000
			151% - 200%	780
			201% - 250%	200
			>250%	20
			UNKNOWN	0
			TOTAL MALE & FEMALE USERS:	29,000
OBJECTIVE 2	2.A	By December 31, 2003 the approximate number of <b>female</b> family planning clients will be seen with the corresponding contraceptive methods:	CONTRACEPTIVE METHOD	
			Sterilization	100
			Oral Contraceptives	9,000
			IUD	3000
			Hormone Implant	70
			Injection	4,570
			Cervical Cap	5
			Diaphragm (with or without jelly cream)	10
			Condom (with or without spermicide)	3000
			Spermicidal Foam, Jelly or Cream; or Contraceptive Film	3,500
			Natural Methods	100
			Other Methods	20
			Method Unknown	0
			Pregnant	2,000
			No Method Used for other reason	950
			TOTAL FEMALE USERS:	26,325
		By December 31, 2003 Delegate Agency will		

REVISED 3/7/03

## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.

## b)Goals and Objectives

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Provide family planning services to eligible individuals per the Federal Poverty Guidelines, by December 31, 2003	1.A Document and report the poverty status of <b>29,000</b> family planning clients (automatically transferred from your completed Clinical Worksheet).	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Review of the Family Planning Annual Report (FPAR) submissions for client poverty status in Table 2.
2. Provide contraceptive methods to eligible Title X female clients, by December 31, 2003	2.A Provide family planning education and medical services to approximately <b>26,325</b> females (automatically transferred from your completed Clinical Worksheet).	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A Review of the FPAR and Progress Report (PR) submissions for family planning education and medical services of female clients.
	2.B Document and report the birth control methods used by approximately <b>26,325</b> female clients (automatically transferred from your completed Clinical Worksheet).	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B Review of the FPAR submissions for the contraceptive methods of female clients in Table 3.
	2.C Document and report the number of women who receive emergency contraception.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C Review Progress Report submissions.
3. To provide family planning education and medical services to	3.A Provide family planning education and medical services to approximately <b>2,675</b> males (automatically	3.A Title X Family Planning Program	3.A Review of the FPAR and PR submissions for family planning



6.	Provide patient education and counseling to all Title X eligible clients seeking family planning services, by December 31, 2004	6.A	Agency will review and revise client education protocols at least once.	6.A Title X Family Planning Program Administrative and Medical Liaisons	6.A	will be maintained which document the review of the client education and counseling protocols.
		6.B	Maintain/update protocols to ensure provision of counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.B Title X Family Planning Program Administrative and Medical Liaisons	6.B	Protocols will be maintained on file, reviewed and updated as necessary.
		6.C	Provide counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.C Title X Family Planning Program Administrative and Medical Liaisons	6.C	Documentation of appropriate counseling will be maintained in charts of adolescents.

REVISED 3/7/03**Statement of Work (SOW)****1/1/2003 to 12/31/2003****Agency Name:** L. A. COUNTY DEPARTMENT OF HEALTH SERVICES**Agency Number:** 1316**3-Community Education and Outreach Goal: To increase The community's knowledge and access to family planning services offered by the Delegate Agency.****Goals and Objectives**

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1.	Create and maintain community partnerships with non-family planning agencies to increase community knowledge of family planning services by December 31, 2003.	1.A Title X Family Planning Program Administrative Liaisons and Medical Liaisons	1.A Review Progress Reports on the progress of the Partnering Plan to determine effectiveness of the education component, and initiate corrective actions as necessary.
	1.B Approximately 1,500 partnership outreach contacts will result in new clients receiving family planning services as stated in Clinical Objective 4, Activity 4.B.	1.B Title X Family Planning Program Administrative Liaisons and Medical Liaisons	1.B Review Progress Reports on the Partnering Plan for performance.
	2.A Agency will review at least once annually and update as needed, the Community Education and Outreach Plan.	2.A Title X Family Planning Program Administrative Liaisons and Medical Liaisons	2.A Meeting minutes will be maintained which document the review of the Community Education and Outreach Plan.
	2.B Mass marketing efforts will reach approximately 1,700 individuals through events and activities such as health fairs, concerts and community events.	2.B Title-X Family Planning Program Administrative Liaisons and Medical Liaisons	2.B Delegate Agency will maintain documentation of the number of individuals reached through the mass marketing events.
	Education and outreach will be provided to	2.C Title X Family Planning	Delegate Agency will maintain documentation of the number of

REVISED 3/7/03

2.	Conduct marketing, community outreach and education to potential Title X eligible clients, by December 31, 2003.	2.C	approximately 2,505 individuals as a result of the community education and outreach plan.	Program Administrative Liaisons and Medical Liaisons	2.C	individuals reached through the community outreach and education program.												
		2.D	<p>Agency will conduct outreach presentations to the following groups.</p> <table border="0"> <tr> <td>Community Groups</td> <td>X</td> </tr> <tr> <td>School Classes</td> <td>X</td> </tr> <tr> <td>Church Groups</td> <td>X</td> </tr> <tr> <td>Community Organizations</td> <td>X</td> </tr> <tr> <td>Social Service Agencies</td> <td>X</td> </tr> <tr> <td>WIC Center</td> <td>X</td> </tr> </table>	Community Groups	X	School Classes	X	Church Groups	X	Community Organizations	X	Social Service Agencies	X	WIC Center	X	2.D Title X Family Planning Program Administrative Liaisons and Medical Liaisons	2.D	<p>Delegate Agency will maintain documentation of the number of presentations through the community outreach and education program.</p> <p>Review Progress Reports to determine effectiveness of the community outreach and education program, and initiate corrective actions as necessary.</p>
		Community Groups	X															
School Classes	X																	
Church Groups	X																	
Community Organizations	X																	
Social Service Agencies	X																	
WIC Center	X																	
2.E	<p>Provide family planning education and outreach to high risk, hard-to-reach individuals in Title X priority groupings in the following approximate numbers as indicated in Clinical Objective 5.A.</p> <table border="0"> <tr> <td>Individuals whose family income is 201%-250% of the federal poverty level</td> <td>0</td> </tr> <tr> <td>Homeless Individuals</td> <td>100</td> </tr> <tr> <td>Substance-Using / Abusing Individuals</td> <td>441</td> </tr> <tr> <td>Individuals with Disabilities</td> <td>70</td> </tr> <tr> <td>Immigrants</td> <td>425</td> </tr> <tr> <td>Migrant Workers</td> <td>0</td> </tr> </table>	Individuals whose family income is 201%-250% of the federal poverty level	0	Homeless Individuals	100	Substance-Using / Abusing Individuals	441	Individuals with Disabilities	70	Immigrants	425	Migrant Workers	0	2.E Title X Family Planning Program Administrative Liaisons and Medical Liaisons	2.E	Review Progress Reports on special populations for performance.		
Individuals whose family income is 201%-250% of the federal poverty level	0																	
Homeless Individuals	100																	
Substance-Using / Abusing Individuals	441																	
Individuals with Disabilities	70																	
Immigrants	425																	
Migrant Workers	0																	

## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

4-Family Involvement Goals and Objectives: To encourage family involvement in family planning services for teens.

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE		EVALUATION	
1.	Provide family involvement counseling to Title X eligible adolescents seeking family planning services, by December 31, 2003.	1.A	Maintain existing protocols to include family involvement counseling as part of adolescent client family planning visits.	1.A	Title X Family Planning Program Administrative Liaisons and Medical Liaisons	1.A	Protocols will be maintained on file, reviewed and updated as necessary.
		1.B	Provide family involvement counseling during initial / annual visits and all visits as appropriate with adolescent clients.	1.B	Title X Family Planning Program Administrative Liaisons and Medical Liaisons	1.B	Documentation of family involvement counseling will be maintained in the charts of adolescent clients.

REVISED 3/7/03

A-2

Agency Name: L.A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

## CFHC Delegate Agency Partnering Plan Information

Partner 1:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
Name: Southern California Youth & Family Center (Coastal Cluster)	100	20
<b>Type of Agency:</b> (Check all that apply) <input checked="" type="checkbox"/> Schools <input checked="" type="checkbox"/> Incarceration/Detention <input checked="" type="checkbox"/> Pregnancy Prevention or Parenting Program <input checked="" type="checkbox"/> Job Training/Skills or Welfare-to-Work <input checked="" type="checkbox"/> Faith-based <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) <input checked="" type="checkbox"/> Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> Extensive education to be provided to members of center in each of their individual programs to address reproductive health issues. Services are provided to all partner members who present to our clinic. <b>Brief Description of partnership:</b> The Coastal Cluster Family Planning Program did not provide any description of partner. <b>Brief desc.of tracking system for outreach contacts and visits:</b> Informal tracking system exists now 'Sally sent me' message to nurses. <b>Evaluation plan for reviewing success of partnership:</b> Continued responses from each of the members of the Center. Invitations for these groups continue to overwhelm our capacity. Responses/requests from high risk group representative (e.g. Twin Tower), document that our outreach efforts are meeting needs.		
Partner 2:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
Name: Weingart Center Association-(JWCH)	250	150

**Partnering Plan:****Goals and Objectives:**

To increase by 15% the number of African American and Latina women who will enter family planning, e.g., awareness of family planning, STI prevention and HIV from 1/1/03-12/31/03.

**Brief Description of partnership:**

The partnership with WIC has allowed us to disseminate information on family planning, STI prevention and HIV. We give incentives in the form of coupons for various establishments in the area for persons who attend the presentations. We also give out health education materials and condoms.

**Brief desc.of tracking system for outreach contacts and visits:**

We have developed sign-in sheets to keep track of our outreach contacts. We have also developed a mechanism whereby our outreach workers give their contacts a code word. When the clients come in for their appts., they are asked how they heard about the clinic. If the client gives the code word, this information is entered into the computer at the time of registration.

**Evaluation plan for reviewing success of partnership:**

Once a month a report is generated which indicates the number of clients registered with the outreach code word. We monitor whether we have met our goal by tracking the number of clinical visits which are a result of our partnership.

Partner 4:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
Name: WIC-(REI)	150	30
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ Males X Females	

**Partnering Plan:****Goals and Objectives:**

To maintain a collaborative partnership with the Compton-WIC Center. To provide family planning educational and clinical services to underserved, indigent women under an agreement with the Women, Infant and Children (WIC) Project agency. This partnership allows contact with those individuals who lack adequate access to family planning services and traditionally have not been affiliated with family planning program services.

**Brief Description of partnership:**

The role of the REI Womens Health Care Clinic (WHCC) is to provide education and clinical services to patients from the WIC project. The role of the WIC project is to inform clients of WHCC, the availability of family planning services, to post and distribute educational materials, to provide WHCC staff access to WIC facilities.

**Brief desc.of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits)

**Partnering Plan:****Goals and Objectives:**

To provide family planning education and clinical services to the underserved, indigent men and women residing at the Harbor Interfaith Shelter (HIS).

**Brief Description of partnership:**

The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients of HIS. Nurse practitioners, health workers and other outreach staff will visit HIS at agreed upon dates and times to present topics of interests to HIS clients. The role of HIS is to inform clients of WHCC and the availability of family planning services.

**Brief desc. of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner patients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits).

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2/27/03

Male Services Program  
Statement of Work

January 1, 2003 to June 30, 2003

Agency Name: Los Angeles County Department of Health Services- REI Women's Health Care Clinic

Goal A: To serve an increased number of male clients, ages 25 and older, over those served during CY 2002 via outreach, marketing, and clinical service delivery, by June 30, 2003.			
Objective	Activity	Person (s) Responsible	Evaluation
1. Agency will develop, add, or maintain, or enhance their current outreach strategy in order to reach ( <u>200</u> ) males 25 and older.	a. Create or maintain male outreach strategies, such as: (select a minimum of three activities) <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> Hire and train outreach worker(s)</li> <li>• <input checked="" type="checkbox"/> Create a local marketing campaign</li> <li>• <input checked="" type="checkbox"/> Develop web based information and education for male services</li> <li>• <input checked="" type="checkbox"/> Incentives program</li> <li>• <input checked="" type="checkbox"/> Identify strategies and resources to reach males 25 and older</li> </ul>	Clinic Director  Outreach Coordinator	<ul style="list-style-type: none"> <li>• Narrative description of implementation of outreach strategies will be submitted with the Quarterly Progress Report</li> </ul>
	b. Maintain tracking mechanism to record outreach contacts to males 25 and older		
	c. Reach ( <u>200</u> ) males 25 and older through outreach	Outreach Coordinator	<ul style="list-style-type: none"> <li>• Maintain and submit documentation of the progress with outreach efforts on the Quarterly Progress report</li> </ul>



Male Services Program  
Statement of Work  
January 1, 2003 to June 30, 2003

Agency Name: Los Angeles County Department of Health Services - REI Women's Health Care Clinic

Goal A: To serve an increased number of male clients, ages 25 and older, over those served during CY 2002 via outreach, marketing, and clinical service delivery, by June 30, 2003.			
Objective	Activity	Person (s) Responsible	Evaluation
2. Agency will provide appropriate male oriented materials to male clients 25 and older throughout CY 2003.	a. Select materials from CFHC list or use own materials. If using materials that are not on CFHC list, submit samples of other materials to be used b. Order and distribute materials within clinic and community	Clinic Director Outreach Coordinator Outreach Coordinator	<ul style="list-style-type: none"> <li>Maintain catalog of male educational materials purchased</li> <li>Submit quarterly estimation with the Quarterly Progress Report of the number of educational brochures distributed to males 25 and older</li> </ul>
3. Agency will increase the number of male clients 25 and older served in the clinic, over those served in CY 2002.	a. Provide male medical services such as: <ul style="list-style-type: none"> <li>Complete male physical exams</li> <li>STD screening / testing and treatment</li> <li>Sexual reproductive health counseling and education</li> </ul>	Clinic Director Nurse Practitioner	<ul style="list-style-type: none"> <li>An increase of male clients 25 and older served, as reported on the Quarterly Progress Report and Family Planning Annual Report</li> </ul>

EXHIBIT B-2

LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES

Exhibit B-2

FAMILY PLANNING PROGRAM

TITLE X ALLOCATION SCHEDULE

JANUARY 31, 2003 THROUGH DECEMBER 31, 2003

FAMILY PLANNING SERVICE AREA	PROGRAM ADMINISTRATION	CONTRACEPTIVE SERVICES	SPECIAL POPULATION	PARTNERING PROJECT	MALE SERVICES PROGRAM	TITLE X ALLOCATION TOTALS
<u>County Operated:</u>						
1. San Fernando Valley Cluster	\$ -	\$ 32,649	\$ 29,157	\$ -	\$ -	\$ 61,806
2. Antelope Valley Cluster	-	25,000	38,066	-	-	63,066
3. Southwest Cluster	-	-	-	-	-	-
4. LAC+USC HealthCare Network (Northeast Cluster)	-	25,000	-	-	-	25,000
5. Coastal Cluster	-	25,000	13,768	5,000	-	43,768
6. LAC+USC Medical Center Women's & Children's Hospital	-	37,112	-	-	-	37,112
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 144,761</b>	<b>\$ 80,991</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 230,752</b>
<u>Subcontractors:</u>						
7. JWCH Institute, Inc. (4 CHCs)	\$ -	\$ 95,270	\$ 45,625	\$ 55,794	\$ -	\$ 196,689
8. Harbor/UCLA Research & Education Institute (REI)	-	41,575	49,674	9,722	11,250	112,221
<b>SUBCONTRACTORS TOTAL</b>	<b>\$ -</b>	<b>\$ 136,845</b>	<b>\$ 95,299</b>	<b>\$ 65,516</b>	<b>\$ 11,250</b>	<b>\$ 308,910</b>
9. Family Planning Program Administration Unit	\$ 176,748	\$ -	\$ -	\$ -	\$ -	\$ 176,748
<b>TITLE X ALLOCATION TOTALS</b>	<b>\$ 176,748</b>	<b>\$ 281,606</b>	<b>\$ 176,290</b>	<b>\$ 70,516</b>	<b>\$ 11,250</b>	<b>\$ 716,410</b>

EXHIBIT A-3

EXHIBIT A-3

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**1-Administrative Goals and Objectives:** To enhance the administration of the Delegate Agency to provide family planning services.

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Implement or maintain a review process of all agency functions, in order to ensure compliance with all Title X regulations, by December 31, 2004.	1.A A review committee consisting of administrative and medical personnel will meet at least once annually to review the policies and procedures related to the family planning program.	1.A Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.A Meeting minutes will be maintained which document the administrative team meetings and resulting activities.
	1.B A patient satisfaction survey will be completed by 260 clients.	1.B Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.B Patient satisfaction surveys will be completed, summarized and kept on file. Findings will be used to develop a corrective action plan and make the appropriate changes.
	1.C Delegate Agency will maintain and update a community needs assessment on a periodic basis to define agency's role in the community.	1.C Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.C Community needs assessment will be conducted and results kept on file. Findings will be used to modify services to address community needs.
	1.D The Education Materials Review Committee, consisting of at	1.D Title X Family Planning Program Administrative Liaison and Medical	1.D Meeting minutes will be maintained which document the Educational Materials

			least five community members, will meet at least once annually to review and approve the educational materials used by the agency.	Liaison.		Review Committee meetings and resulting activities.
2.	Maintain a process of Continuous Quality Improvement to ensure compliance with the Title X regulations and to ensure delivery of high quality family planning services.	2.A	The Continuous Quality Improvement medical team will review a minimum of 25 family planning client charts for quality and documentation, to include medical services, education and counseling, and adolescent counseling.	2.A Title X Family Planning Program Administrative Liaison and Medical Liaison.	2.A	Meeting minutes will be maintained which document the QI medical team meetings and resulting activities, including the number of charts reviewed.
		2.B	Delegate Agency will maintain a follow-up system for abnormal medical findings.	2.B Title X Family Planning Program Administrative Liaison and Medical Liaison.	2.B	Documentation of abnormal medical findings follow-up system will be maintained.

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.**

**a)Clinical Worksheet for Objectives 1 - 3**

				<b>CONTRACT REQUIREMENTS</b>
<b>OBJECTIVE 1</b>	1.A	By December 31, 2004 Delegate Agency will see approximately the following number of clients in the corresponding poverty levels:	<b>POVERTY LEVEL</b>	
			<100%	26000
			101% - 150%	3000
			151% - 200%	800
			201% - 250%	200
			>250%	0
			UNKNOWN	0
			<b>TOTAL MALE &amp; FEMALE USERS:</b>	30000
<b>OBJECTIVE 2</b>	2.A	By December 31, 2004 the approximate number of <b>female</b> family planning clients will be seen with the corresponding contraceptive methods:	<b>CONTRACEPTIVE METHOD</b>	
			Sterilization	110
			Oral Contraceptives	10000
			IUD	1450
			Hormone Implant	83
			Hormonal Patch	5187
			Vaginal Ring	20
			Injection	2500
			Cervical Cap	0
			Diaphragm (with or without jelly cream)	15
			Condom (with or without spermicide)	3500
			Spermicidal Foam, Jelly or Cream; or Contraceptive Film	1650
			Natural Methods	75
			Other Methods	10
			Method Unknown	0
			Pregnant	2000

			No Method Used for other reason	900
			<b>TOTAL FEMALE USERS:</b>	27500
<b>OBJECTIVE 3</b>	3.A	By December 31, 2004 Delegate Agency will provide family planning medical services to approximately the following number of <b>males:</b>		
			<b>TOTAL MALE USERS:</b>	2500



**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316**2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.****b)Goals and Objectives**

<b>OBJECTIVE #</b>		<b>ACTIVITY</b>		<b>JOB TITLE OF STAFF RESPONSIBLE</b>	<b>EVALUATION</b>
1.	Provide family planning services to eligible individuals per the Federal Poverty Guidelines, by December 31, 2004.	1.A	Document and report the poverty status of 30000 family planning clients (automatically transferred from your completed Clinical Worksheet).	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Review of the Semi-annual Progress Report (SPR) submissions for client poverty status.
2.	Provide contraceptive methods to eligible Title X female clients, by December 31, 2004.	2.A	Provide family planning education and medical services to approximately 27500 females (automatically transferred from your completed Clinical Worksheet).	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A Review of the SPR submissions for family planning education and medical services of female clients.
		2.B	Document and report the birth control methods used by approximately 27500 female clients (automatically transferred from your completed Clinical Worksheet).	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B Review of the SPR submissions for the contraceptive methods of female clients.
		2.C	Document and report the number of Emergency Contraception units dispensed.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C Review SPR submissions.
3.	To provide family	3.A	Provide family planning education and medical	3.A Title X Family	3.A Review of the SPR submissions

	planning education and medical services to eligible Title X male clients, by December 31, 2004.		services to approximately 2500 males (automatically transferred from your completed Clinical Worksheet).	Planning Program Administrative and Medical Liaisons		for family planning education and medical services of male clients.
4.	Increase access to family planning services by Title X eligible clients as a result of community partnerships, by December 31, 2004. <b>(Reminder - must be a min. 10% of budget.)</b>	4.A	Develop and maintain a Partnering Plan with 4 community partners (See Exhibit E).	4.A Title X Family Planning Program Administrative and Medical Liaisons	4.A	Partnering Plan and memorandums of understanding will be maintained and updated as necessary (CFHC to be informed of any modifications to the Partnering Plan in a timely manner).
		4.B	Delegate Agencies will provide family planning services to approximately 475 new clients as a result of the community partnerships.	4.B Title X Family Planning Program Administrative and Medical Liaisons	4.B	Review SPR submissions of the Partnering Plan and tracking system to determine performance and initiate corrective actions.
5.	Increase family planning services by providing family planning education and medical services to special populations, by December 31, 2004.	5.A	Provide family planning services to high risk, hard-to-reach individuals in Title X priority groupings. Indicate the approximate number of individuals from each group to be served below: Homeless Individuals 100 Substance-Using / Abusing Individuals 269 Individuals with 22	5.A Title X Family Planning Program Administrative and Medical Liaisons	5.A	Review SPR submissions on Special Populations for performance.

	(Reminder - must be a min. 25% of budget.)		Disabilities Immigrants 10 Migrant Workers 0 Limited English Proficiency Clients 3100 <b>TOTAL Clients Served 3501</b>				
6.	Provide patient education and counseling to all Title X eligible clients seeking family planning services, by December 31, 2004.	6.A	Agency will review and revise client education protocols at least once.	6.A	Title X Family Planning Program Administrative and Medical Liaisons	6.A	Meeting minutes will be maintained which document the review of client education and counseling protocols.
		6.B	Maintain/update protocols to ensure provision of counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.B	Title X Family Planning Program Administrative and Medical Liaisons	6.B	Protocols will be maintained on file, reviewed and updated as necessary.
		6.C	Provide counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.C	Title X Family Planning Program Administrative and Medical Liaisons	6.C	Documentation of appropriate counseling will be maintained in charts of adolescents.

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**3-Community Education and Outreach Goal: To increase The community's knowledge and access to family planning services offered by the Delegate Agency.**  
**Goals and Objectives**

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1.	Create and maintain community partnerships with non-family planning agencies to increase community knowledge of family planning services by December 31, 2004.	1.A	Delegate Agency will continue to implement and monitor the effectiveness of all aspects of the Partnering Plan.	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Review SPR submissions on the progress of the Partnering Plan to determine effectiveness of the education component, and initiate corrective actions as necessary.
		1.B	Approximately 1200 partnership outreach contacts will result in new clients receiving family planning services as stated in Clinical Objective 4, Activity 4.B.	1.B Title X Family Planning Program Administrative and Medical Liaisons	1.B Review SPR submissions on the Partnering Plan for performance.
2.	Conduct marketing, community outreach and education to potential Title X eligible clients, by December 31, 2004.	2.A	Agency will review Community Education and Outreach Plan at least once annually.	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A Meeting minutes will be maintained which document the review of the Community Education and Outreach Plan.
		2.B	Mass marketing efforts will reach approximately 2780 individuals through events and activities such as health fairs, concerts and	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B Delegate Agency will maintain documentation of the number of individuals reached through the mass

	community events.			marketing events.
2.C	Education and outreach will be provided to approximately 2360 individuals as a result of the Community Education and Outreach Plan.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C	Delegate Agency will maintain documentation of the number of individuals reached through the Community Education and Outreach Plan.
2.D	Agency will conduct outreach presentations to the following groups.  Community Groups X School X Church Groups X Community Organizations X Social Service Agencies X WIC Center X	2.D Title X Family Planning Program Administrative and Medical Liaisons	2.D	Delegate Agency will maintain documentation of the number of presentations through the Community Education and Outreach Plan.  Review SPR submissions to determine effectiveness of the Community Education and Outreach Plan, and initiate corrective actions as necessary.
2.E	Provide family planning education and outreach to high risk, hard-to-reach individuals in Title X priority groupings in the following approximate numbers as indicated in Clinical Objective 5.A.  Homeless Individuals 200  Substance-Using / Abusing 349	2.E Title X Family Planning Program Administrative and Medical Liaisons	2.E	Review SPR submissions on special populations for performance.

		Individuals			
		Individuals with	70		
		Disabilities			
		Immigrants	10		
		Migrant	0		
		Workers			
		Limited English			
		Proficiency	4700		
		Clients			
		TOTAL			
		Outreach	5329		
		Contacts Served			

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**4-Family Involvement Goals and Objectives: To encourage family involvement in family planning services for adolescents.**

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE	EVALUATION	
1.	Provide family involvement counseling to Title X eligible adolescents seeking family planning services, by December 31, 2004.	1.A	Maintain existing protocols to include family involvement counseling as part of adolescent client family planning visits.	1.A Title X Family Planning Program Administrative Liaisons and Medical Liaisons.	1.A	Protocols will be maintained on file, reviewed and updated as necessary.
		1.B	Provide family involvement counseling during initial / annual visits and all visits as appropriate with adolescent clients.	1.B Title X Family Planning Program Administrative Liaisons and Medical Liaisons.	1.B	Documentation of family involvement counseling will be maintained in the charts of adolescent clients.

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**5-Financial Management Goals and Objectives: To improve and maintain the Delegate Agency's financial systems to ensure contract compliance.**

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE		EVALUATION	
1.	Delegate Agency will maintain a family planning program in compliance with the contract requirements and Title X Regulations / Guidelines.	1.A	Develop a line-item budget for the period January 1, 2004 to December 31, 2004.	1.A	Title X Family Planning Program Administrative and Medical Liaisons.	1.A	Review and revise the annual family planning budget to meet the needs of the family planning program.
		1.B	Update and maintain accounting procedures and manuals.	1.B	Public Health Finance Grant Manager and Finance Analyst.	1.B	Review accounting procedures and manuals annually.
		1.C	Complete a quarterly Statement of Revenue and Expenses.	1.C	Public Health Finance Grant Manager and Finance Analyst.	1.C	Review and submit quarterly Statement of Revenue and Expenses.
		1.D	Complete the Federal Statement of Revenue (FSR) for CY 2004.	1.D	Public Health Finance Grant Manager and Finance Analyst.	1.D	Compile and submit the Federal Statement of Revenue annually.

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CY2004

## Title X BCS Funding Application Exhibit *A-3*

Agency Name: L.A. County Department of Health Services

Agency Number: 1316

### CFHC Delegate Agency Partnering Plan Information

<b>Partner 1 :</b>			
<b>Name:</b> Weingart Center Association-(JWCH)		<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
		200	150
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)		<b>Population Served:</b> (Check all that apply) Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To increase knowledge of family planning to 200 homeless individuals that are participants in various programs at the Weingart Center Association. <b>Brief Description of partnership:</b> Weingart Center Association provides services to various parograms including: homeless, veterans, recuperative care and substance and alcohol abuse. This is a good resource enabling JWCH to enter their facility and provide reproductive health education to a captive audience. These individuals are at risks and have limited access to reproductive health services. The partnership with Weingart Center Association has allowed us to disseminate information on family planning, STI prevention and HIV. We give Weingart food vouchers as an incentive for persons to stay and receive information on various topics. We also give out health education materials and condoms. <b>Brief desc. of tracking system for outreach contacts and visits:</b> We have developed a unique tracking system whereby the outreach workers give potential clients a code name. When the client come in for their visit, they are asked how they heard about the clinic and the client gives the code name to the clerk. The code name is entered into the computer and we are able to track the number of contacts resulting in a visit. <b>Evaluation plan for reviewing success of partnership:</b>			

While we monitor on a monthly basis the number of contacts and visits, we meet on a monthly basis to make adjustments, if necessary, to our outreach strategies.

<b>Partner 2 :</b>		<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
<b>Name:</b> WIC - (JWCH)		800	250
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ Males X Females		
<b>Partnering Plan:</b>			
<b>Goals and Objectives:</b> To increase knowledge of family planning to 800 women and teen moms that participate in various education sessions that WIC offers.			
<b>Brief Description of partnership:</b> WIC provides various services to women and teen moms. This is also a good resource which enables us to enter their facility and provide reproductive health education to a captive audience. These individuals are at risk and have limited access to reproductive health services. The partnership with WIC has allowed us to disseminate information on family planning, STI prevention and HIV. We give incentives in the form of coupons for various establishments in the area for persons who attend the presentations. We also give out health education materials and condoms.			
<b>Brief desc. of tracking system for outreach contacts and visits:</b> We have developed a unique tracking system whereby the outreach workers give potential clients a code name. When the client comes in for the visit, they are asked how they heard about the clinic and the client gives the code name to the clerk. The code name is entered into the computer and we are able to track the number of contacts resulting in a visit. of registration.			
<b>Evaluation plan for reviewing success of partnership:</b> While we monitor on a monthly basis the number of contacts and visits, we meet on a quarterly basis to make adjustments, if necessary, to our outreach strategies.			
<b>Partner 3 :</b>		<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
<b>Name:</b> WIC/Compton Center-(REI)		100	30
<b>Type of Agency:</b> (Check all that apply)			
<b>Population Served:</b> (Check all that apply)			

Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	X Youth (24 and under) X Persons 25+ Males X Females				
<p><b>Partnering Plan:</b></p> <p><b>Goals and Objectives:</b>          To maintain a collaborative partnership with the Compton-WIC Center. To provide family planning educational and clinical services to underserved, indigent women under an agreement with the Women, Infant and Children (WIC) Project agency. This partnership allows contact with those individuals who lack adequate access to family planning services, which traditionally have not been affiliated with family planning program services.</p> <p><b>Brief Description of partnership:</b>          The role of the REI Womens Health Care Clinic (WHCC) is to provide education and clinical services to clients from the WIC project. The role of the WIC project is to inform clients of WHCC of the availability of family planning services, to post and distribute educational materials, to provide WHCC staff access to WIC facilities.</p> <p><b>Brief desc. of tracking system for outreach contacts and visits:</b>          A family planning clinic encounter form is completed and monitored for each client.</p> <p><b>Evaluation plan for reviewing success of partnership:</b>          Annual evaluation of staff time and number of clients (outreach and visits). The Compton WIC site manager is a member of the WHCC Advisory Council.</p>					
<b>Partner 4 :</b>					
<b>Name:</b> Nat'l Council on Alcohol & Drug Dependence, South Bay -(REI)					
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based X Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<table border="1"> <tr> <th data-bbox="1105 762 1154 951"># of Outreach Contacts in 2004</th> <th data-bbox="1105 951 1154 1140"># of Tracked Visits in 2004</th> </tr> <tr> <td data-bbox="1154 762 1203 951">100</td> <td data-bbox="1203 762 1252 951">45</td> </tr> </table> <p><b>Population Served:</b> (Check all that apply)          X Youth (24 and under)          X Persons 25+          X Males          X Females</p>	# of Outreach Contacts in 2004	# of Tracked Visits in 2004	100	45
# of Outreach Contacts in 2004	# of Tracked Visits in 2004				
100	45				

**Partnering Plan:****Goals and Objectives:**

To provide family planning education and clinical services to the women enrolled in the NCADD programs (women in recovery).

**Brief Description of partnership:**

The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients from the NCADD, South Bay. Nurse practitioners, health workers and other outreach staff will visit this site at agreed upon dates and times to present topics of interest to NCADD clients. The role of NCADD is to inform clients of WHCC and the availability of family planning services.

**Brief desc. of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list or counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits).

KL:jc

12/04/03

EXHIBIT B-3

LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES  
FAMILY PLANNING PROGRAM  
**TITLE X ALLOCATION SCHEDULE**  
JANUARY 1, 2004 THROUGH DECEMBER 31, 2004

FAMILY PLANNING SERVICE AREA	PROGRAM ADMINISTRATION	BASIC CONTRACEPTIVE SERVICES	SPECIAL POPULATION PROJECT	PARTNERING PROJECT	TITLE X ALLOCATION TOTALS
<u>County Operated:</u>					
1. San Fernando Valley Cluster	\$ -	\$ 57,884	\$ 38,194	\$ -	\$ 96,078
2. Antelope Valley Cluster	-	19,530	33,753	-	53,283
3. Southwest Cluster	-	-	-	-	-
4. LAC+USC Healthcare Network (Northeast Cluster)	-	18,992	-	-	18,992
5. Coastal Cluster	-	14,317	27,358	-	41,675
6. LAC+USC Medical Center Women's & Children's Hospital	-	54,333	-	-	54,333
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 165,056</b>	<b>\$ 99,305</b>	<b>\$ -</b>	<b>\$ 264,361</b>
<u>Subcontractors:</u>					
7. JWCH Institute, Inc. (4 CHCs)	\$ -	\$ 121,243	\$ 77,809	\$ 60,569	\$ 259,621
8. Harbor/UCLA Research & Education Institute (REI)	-	54,151	16,877	17,027	88,055
<b>SUBCONTRACTORS TOTAL</b>	<b>\$ -</b>	<b>\$ 175,394</b>	<b>\$ 94,686</b>	<b>\$ 77,596</b>	<b>\$ 347,676</b>
9. Family Planning Program Administration Unit	\$ 163,927	\$ -	\$ -	\$ -	\$ 163,927
<b>TITLE X ALLOCATION TOTALS</b>	<b>\$ 163,927</b>	<b>\$ 340,450</b>	<b>\$ 193,991</b>	<b>\$ 77,596</b>	<b>\$ 775,964</b>

kl:12/3/03/titleXallocschCY2004conex6-30-03FINAL/excel

EXHIBIT C-1

## Title X BCS Funding Application Exhibit C-1

**Agency Name:** L.A. County Department of Health Services  
**Agency Number:** 1316

### Family Planning Program Service Site Information

Site Name	City	Zip Code	Communities Served	Office Hours	Clinic Hours
Harbor-UCLA Research & Education Institute, Women's Health Care Clinic	Torrance	90509	Torrance, Carson, Compton, Gardena, Inglewood, Los Angeles, San Pedro, Harbor City, Lomita, Wilmington	Monday to Friday: 8:00am - 5:00pm	Monday: 8:00am - 7:00pm, Tuesday, Wednesday, Thursday: 8:00am - 5:00pm, Friday: 8:00am - 2:00pm
Bellflower Health Center	Bellflower	90706	Bellflower, Paramount, Compton, Lynwood, South Gate, Downey, Norwalk, Cerritos	Monday to Friday: 8:00am - 4:30pm	Monday to Friday: 8:00am - 4:30pm
La Puente Health Center	La Puente	91744	La Puente, Valinda, Hacienda Heights, Baldwin Park, West Covina	Monday: 8:00am - 6:30pm, Tuesday to Friday: 8:00am - 5:00pm	Wednesday: 12:30pm- 4:30pm Friday: 8:00am - 4:30pm
Antelope Valley Health Center	Lancaster	93534	Lancaster, Pearblossom, Palmdale, Acton, Littlerock, Lake Los Angeles	Monday to Friday: 8:00am - 4:30pm	Monday & Tuesday: 8:00am-12 noon, 12:30pm- 4:30pm, Wednesday: 12:30pm to 4:30pm, second, fourth & fifth Friday: 8:00am-12noon, Colpo: second & fourth Friday: 12:30pm to 4:30pm
Mid-Valley Comprehensive Health Center	Van Nuys	91405	Panorama City, Van Nuys, Canoga Park, Pacoima, Chatsworth, Sherman Oaks, Simi Valley, Northridge, Reseda	Monday to Friday: 8:00am - 5:00pm	Monday to Thursday: 8:00am - 8:00pm, Friday & Saturday: 8:00am - 4:00pm
			Monterey Park, Alhambra, El Sereno,		



LAC+USC Medical Center	Los Angeles	90033	Alhambra, Montebello, Highland Park, Pasadena, Los Angeles, Boyle Heights, Lincoln Heights	Monday to Friday: 8:00am - 4:40pm	Monday to Friday: 7:00am - 4:30pm
H. Claude Hudson Comprehensive Health Center	Los Angeles	90007	Los Angeles, South Central Los Angeles	Monday to Friday: 8:30am - 5:00pm	Monday to Saturday: 8:00am - 4:30pm
El Monte Comprehensive Health Center	El Monte	91731	El Monte, Baldwin Park, Montebello, Rosemead	Monday to Friday: 8:30am - 5:00pm	Monday, Wednesday, Friday & every other Saturday: 8:00am - 4:30am
Edward R. Roybal Comprehensive Health Center	Los Angeles	90022	East Los Angeles, Montebello, Monterey Park, Alhambra	Monday to Friday: 8:30am - 5:00pm	Monday: 8:00am - 4:30pm, every other Tuesday: 8:00am - 4:30pm, Thursday: 8:00am - 4:30pm, second Saturday: 8:00am - 4:30pm
Hubert H. Humphrey Comprehensive Health Center	Los Angeles	90003	South Central Los Angeles	Monday to Friday: 8:30am - 5:00pm	Monday to Friday: 8:00am - 4:30pm, every other Saturday: 8am- 4:30pm
Long Beach Comprehensive Health Center	Long Beach	90813	Long Beach, Signal Hill, Belmont Shore, Wilmington, San Pedro, Seal Beach, Lakewood	Monday to Friday: 8:00am - 4:30pm	Monday to Friday: 8:00am - 4:30pm
Glendale Health Center	Glendale	91206	Glendale, Pasadena, Burbank, Eagle Rock, Los Angeles, Hollywood, La Crescenta	Monday to Friday: 8:00am - 5:00pm	Monday, Tuesday, Thursday: 8:00am - 8:00pm, Wednesday: 12:00pm - 4:00pm, Friday: 8:00am - 4:00pm
San Fernando Health Center	San Fernando	91340	San Fernando, Pacoima, Sylmar, Granada Hills, Santa Clarita, Saugus, Canyon Country, Sepulveda, Mission Hills	Monday to Friday: 8:00am - 5:00pm	Monday to Thursday: 8:00am - 8:00pm, Friday & Saturday: 8:00am - 4:30pm
Wilmington Health Center	Wilmington	90744	Wilmington, Harbor City, Lomita, Carson, San Pedro, Long Beach	Monday to Friday: 7:30am - 6:00pm, Saturday: 9:00am - 1:00pm	Monday to Friday: 7:30am - 6:00pm Saturday: 9:00am - 1:00pm

Contract No. H-212730-2

**FAMILY PLANNING PROGRAM SUBCONTRACT AGREEMENT**

Amendment No. 2

THIS AMENDMENT is made and entered into this \_\_\_\_\_ day  
of \_\_\_\_\_, 2003,

by and between

COUNTY OF LOS ANGELES  
(hereafter "County"),

and

JWCH INSTITUTE, INC.,  
(hereafter "Contractor")

WHEREAS reference is made to that certain document entitled  
"FAMILY PLANNING PROGRAM SUBCONTRACT AGREEMENT", dated June 12,  
2001, and further identified as County Agreement No. H-212730,  
between the County and JWCH Institute, Inc. ("Contractor") and  
any Amendments thereto ( all hereafter "Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend  
Agreement to decrease the County's maximum obligation and make  
other hereinafter designated changes; and

WHEREAS, said Agreement provides that changes may be made in  
the form of a written amendment which is formally approved and  
executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall become effective on January 1, 2003.
2. Paragraph 1, TERM, shall be revised as follows:  
"1. TERM: The term of this Agreement shall commence on

January 1, 2001 and shall continue in full force and effect through December 31, 2003, with provisions for a one-year automatic renewal from January 1, 2004 through December 31, 2004, subject to the availability of Federal Title X funding. This Agreement may be terminated, with or without cause, by either party upon giving of at least thirty (30) days' prior written notice thereof to the other party.

If for any reason Federal Title X funding, is terminated or reduced, County shall thereupon have the right to adjust this Agreement in whole or in part as of said date. Notice of such adjustment shall be served upon Contractor in writing.

Notwithstanding any other provision of this Paragraph, the failure of Contractor or its officers, agents, or employees to comply with the terms of this Agreement shall constitute a material breach hereof and the Agreement may be terminated immediately. Failure to exercise this right of termination shall not constitute waiver of such right, which may be exercised at any subsequent time.

County may also suspend the performance of services hereunder, in whole or in part, upon the giving of at least a thirty-day written notice to Contractor. County's notice shall set forth the reasons for the suspension, the extent of the suspension, and the requirements for full restoration of the performance obligations.

3. Paragraph 2, STATEMENT OF WORK, shall be revised in its entirety as follows:

"2. STATEMENT OF WORK: Contractor shall, in a satisfactory and proper manner, perform the functions and services described in Exhibits B, B-1, B-2 and B-3, "Program Objectives", attached hereto and incorporated herein by reference for the provision of family planning services. Unless provided for elsewhere in this Agreement, Contractor shall be completely independent in performing its responsibilities under this Agreement."

4. Paragraph 3, MAXIMUM COUNTY OBLIGATION, shall be revised in its entirety as follows:

"3. MAXIMUM OBLIGATION OF COUNTY:

A. County's maximum obligation for Federal Title X funded services provided by Contractor hereunder during the period of January 1, 2001 through December 31, 2001 shall not exceed Two Hundred, Nineteen Thousand, Fifty-Three Dollars (\$219,053).

Such obligation shall consist of the following:

Basic Contraceptive Services	\$ 97,729
Special Population	31,477
Partnering Projects	15,913
Male Services Program	<u>73,964</u>
Total	\$219,053

Such obligation shall be set forth in Exhibit C.

B. County's maximum obligation for Family PACT and Medi-Cal funded services provided by Contractor hereunder during the term of this Agreement shall not exceed 97% of the actual Family PACT and Medi-Cal payments received by County.

C. County's maximum obligation for Federal Title X funded services provided by Contractor hereunder during the period of January 1, 2002 through December 31, 2002 shall not exceed Two Hundred, Fifty-Two Thousand, Seven Hundred Eighty-Two Dollars (\$252,782).

Such obligation shall consist of the following:

Basic Contraceptive Services	\$116,463
Special Population	91,355
Partnering Projects	<u>44,964</u>
Total	\$252,782

Such obligation shall be set forth in Exhibit C-1."

D. County's maximum obligation for Federal Title X funded services provided by Contractor hereunder during the period of January 1, 2003 through December 31, 2003 shall not exceed One Hundred, Ninety-Six Thousand, Six Hundred Eighty-Nine Dollars (\$196,689). Such obligation shall consist of the following:

Basic Contraceptive Services	\$ 95,270
Special Population	45,625
Partnering Projects	<u>55,794</u>

Total \$196,689

Such obligation shall be set forth in Exhibit C-2."

E. If this agreement is renewed for the period of January 1, 2004 through December 31, 2004, the maximum County obligation for Federal Title X funded services provided by Contractor hereunder shall not exceed Two Hundred, Fifty-Nine Thousand, Six Hundred Twenty-One Dollars (\$259,621). Such obligation shall consist of the following:

Basic Contraceptive Services	\$121,243
Special Population	77,809
Partnering Projects	<u>60,569</u>
Total	\$259,621

Such obligation shall be set forth in Exhibit C-3."

5. Paragraph 67, SAFELY SURRENDERED BABY LAW, shall be added to the Additional Provisions to read as follows:

67. SAFELY SURRENDERED BABY LAW:

A. NOTICE TO EMPLOYEES REGARDING THE SAFELY SURRENDERED BABYLAW: The Contractor shall notify and provide to its employees, and shall require each subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in Exhibit F of this contract and is also available on the

Internet at www.babysafela.org for printing purposes.

1. Contractor's Acknowledgment of County's Commitment to the Safely Surrendered Baby Law: The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor understands that it is the County's policy to encourage all Contractors to voluntarily post the County's "Safely Surrendered Baby Law" poster in a prominent position at the Contractor's place of business. The Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The County's Department of Children and Family Services will supply the Contractor with the poster to be used."

6. Paragraph 68. NO PAYMENT FOR SERVICES PROVIDED FOLLOWING EXPIRATION/TERMINATION OF AGREEMENT, shall be added to the Additional Provisions to read as follows:

"68. NO PAYMENT FOR SERVICES PROVIDED FOLLOWING EXPIRATION/TERMINATION OF AGREEMENT: Contractor shall have no claim against County for the payment of any monies, or reimbursements of any kind whatsoever, for any service provided by Contractor after the expiration or (other) termination of this Agreement, even if Contractor's provision of such services were requested by County

directly. Should Contractor receive any such payment, it shall immediately notify County and shall repay or return all such funds or reimbursements to County within a reasonable amount of time. Payment by County for services rendered after expiration/termination of this Agreement shall not constitute a waiver of County's right to recover such payment from Contractor. This provision shall survive the expiration or (other) termination of this Agreement."

7. Paragraph 16, SPECIAL REPORTING REQUIREMENTS, shall be revised to read as follows:

"16. SPECIAL REPORTING REQUIREMENTS: Contractor shall submit to County the following required reports in compliance with the dates and conditions specified herein below:

<u>Report Title</u>	<u>Frequency of Submission</u>	<u>Due Date To County</u>
Title X Quarterly Progress Report	Quarterly	1 <sup>st</sup> Quarter Report due April 10, 2003; 2 <sup>nd</sup> Quarter Report due July 10, 2003; 3 <sup>rd</sup> Quarter Report due October 10, 2003; and 4 <sup>th</sup> Quarter Report due January 10, 2004
Request for Title X Funds (Invoice)	Monthly	15 <sup>th</sup> of each month
Special Reports surveys and	Specified Date	Specified Date



questionnaires  
as requested by  
CFHC or its funding  
source

Failure to submit required or requested Reports may result in withholding payment of Title X funds under this Agreement or may be considered a breach of contract which may result in termination of the Agreement. Enforcement of contractual provisions for reporting are in accordance with CFHC Board of Directors policy dated November 22, 2002.

County may require Contractor's preparation of additional special reports upon thirty (30) days' notice to Contractor.

Insofar as they directly affect the herein described County Department of Health Services' Basic Contraceptive Services or Special projects or "Title X Family Planning Program", County must be notified immediately of any other grants or contracts directly affecting Title X services received during the term of this Agreement. Notification must include the name of the funding source, grant or contract number, the effective period of the grant or contract, the amount of the grant or contract, and a brief description of the services to be provided."

9. Paragraph 62. ENTIRE AGREEMENT, shall be amended to read as follows:

"62. ENTIRE AGREEMENT: The body of this Agreement, Exhibits A, A-1, B, B-1, B-2, B-3, C, C-1, C-2, C-3 D, E and F attached hereto, shall constitute the complete and exclusive statement of

understanding between the parties which supersedes all previous agreements, written or oral, and all other communications between the parties relating to the subject matter of this Agreement. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, service, or schedule, between the body of this Agreement and the other above referenced documents, or between such other documents, such conflict or inconsistency shall be resolved by giving precedence first to the body of this Agreement and then to such other documents according to the following priority:

1. Exhibit A, A-1
2. Exhibits B, B-1, B-2, B-3
3. Exhibits C, C-1, C-2, C-3
4. Exhibit D.
5. Exhibit E.
6. Exhibit F."

10. As of January 1, 2003, Exhibit A-1 shall be added to the Agreement.

11. As of January 1, 2003, Exhibit B-2 shall be added to the Agreement.

12. As of January 1, 2003, Exhibit C-2 shall be added to the Agreement.

13. As of January 1, 2003, Exhibits A-1, B-2 and C-2 shall supersede and replace Exhibits A, B-1 and C-1, respectively.

14. As of January 1, 2004, if funding is available, Exhibit B-3

shall be added to the Agreement.

15. As of January 1, 2004, if funding is available, Exhibit C-3 shall be added to the Agreement.

16. Except for the changes set forth herein above, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its

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Director of Health Services, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

\_\_\_\_\_  
JWCH Institute, Inc.  
Contractor

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Title \_\_\_\_\_  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL  
LLOYD W. PELLMAN  
County Counsel

APPROVED AS TO CONTRACT  
ADMINISTRATION:

Department of Health Services

By \_\_\_\_\_  
Acting Chief, Contracts and  
Grants Division

AMENDCD3036.KH  
12/4/03

EXHIBIT A-1

## Current Year Contract Application Exhibit A -1

**Agency Name:** L.A. County Department of Health Services  
**Agency Number:** 1316

### Family Planning Program Service Site Information

Site Name	City	Zip Code	Communities Served	Office Hours	Clinic Hours
Harbor-UCLA Research & Education Institute, Women's Health Care Clinic	Torrance	90509	Torrance, Carson, Compton, Gardena, Inglewood, Lomita, Los Angeles, San Pedro, Harbor City, Wilmington	M-F 8:00am - 5:00pm	M 8am-7pm T, W, Th: 8am-5pm Fri: 8am-2pm
Bellflower Health Center	Bellflower	90706	Bellflower, Paramount, Compton, Lynwood, South Gate, Downey, Norwalk, Cerritos	M-F 8:00am - 4:30pm	M-F 8:00am - 4:30pm
La Puente Health Center	La Puente	91744	La Puente, Valinda, Hacienda Heights, Baldwin Park, West Covina	M-F 8:00am - 5:00pm	W 1:00pm - 5:00pm Friday 8:00am - 5:00pm
Antelope Valley Health Center	Lancaster	93534	Lancaster, Pearlblossom, Palmdale, Acton, Littlerock, Lake Los Angeles	M-F 8:00am-4:30pm	M, T, W: 8am-12noon, 12:30pm-4:30pm 2nd, 4th & 5th Friday 8:00am - 12:00noon
Mid-Valley Comprehensive Health Center	Van Nuys	91405	Panorama City, Van Nuys, Canoga Park, Pacoima, Chatsworth, Sherman Oaks, Simi Valley, Northridge, Reseda	M-F 8:00am - 5:00pm	M-Th 8:00am - 8:00pm F & Sat. 8:00am - 4:00pm
LAC+USC Medical Center	Los Angeles	90033	Monterey Park, Alhambra, El Sereno, Alhambra, Montebello, Highland Park, Pasadena, Los Angeles, Boyle Heights, Lincoln Heights	M-F 8:00am - 4:40pm	M-F 7:00am - 4:30pm
H. Claude Hudson Comprehensive Health Center	Los Angeles	90007	Los Angeles, South Central Los Angeles	M-F 8:30am - 5:00pm	M-Sat. 8:00am - 4:30pm

El Monte Comprehensive Health Center	El Monte	91731	El Monte, Baldwin Park, Montebello, Rosemead	M-F 8:30am - 5:00pm	M, W, F & every other Saturday 8:00am - 4:30am
Edward R. Roybal Comprehensive Health Center	Los Angeles	90022	East Los Angeles, Montebello, Monterey Park, Alhambra	M-F 8:30am - 5:00pm	M, T 8:00am - 4:30pm TH 9:00am - 5:30pm 2nd Sat. 8:00am - 4:30pm
Hubert H. Humphrey Comprehensive Health Center	Los Angeles	90003	South Central Los Angeles	M-F 8:30am - 5:00pm	M-F 8:00am - 4:30pm every other Saturday: 8:00am - 4:30pm
Long Beach Comprehensive Health Center	Long Beach	90813	Long Beach, Signal Hill, Belmont Shore, Wilmington, San Pedro, Seal Beach, Lakewood	M-F 8:00am - 4:30pm	M-F 8:00am - 4:30pm
Glendale Health Center	Glendale	91206	Glendale, Pasadena, Burbank, Eagle Rock, Los Angeles, Hollywood, La Crescenta	M-F 8:00am - 5:00pm	M-Th 8:00am - 8:00pm F 8:00am - 4:00pm
San Fernando Health Center	San Fernando	91340	San Fernando, Pacoima, Sylmar, Granada Hills, Santa Clarita, Saugus, Canyon Country, Sepulveda, Mission Hills	M-F 8:00am - 5:00pm	M-Th 8:00am - 8:00pm F & Sat. 8:00am - 4:30pm
Wilmington Health Center	Wilmington	90744	Wilmington, Harbor City, Lomita, Carson, San Pedro, Long Beach	Monday-Friday 7:30am-6:00pm Saturday 9:00am-1:00pm	Monday-Friday 7:30am-6:00pm Saturday 9:00am-1:00pm

1.Total Agency Users 2001 FPAR: 38515

2.Total Agency approximate Users projected for 2002 FPAR: 35000

KL: jc  
12/04/03

EXHIBIT B-2



JWCH Institute, Inc.

## Statement of Work (SOW)

1/1/2003 to 12/31/2003

B-2

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

1-Administrative Goals and Objectives: To enhance the administration of the Delegate Agency to provide family planning services.

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Implement or maintain a review process of all agency functions, in order to ensure compliance with all Title X regulations, by December 31, 2003	1.A A review committee consisting of administrative and medical personnel will meet at least once annually to review the policies and procedures related to the family planning program.	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Meeting minutes will be maintained which document the administrative team meetings and resulting activities.
	1.B A patient satisfaction survey will be completed by 25 clients.	1.B Title X Family Planning Program Administrative and Medical Liaisons	1.B Patient satisfaction surveys will be completed, summarized and kept on file. Findings will be used to develop a corrective action plan and make the appropriate changes.
	1.C Delegate Agency will maintain and update a community needs assessment on a periodic basis to define agency's role in the community.	1.C Title X Family Planning Program Administrative and Medical Liaisons	1.C Community needs assessment will be conducted and results kept on file. Findings will be used to modify services to address community needs.
	1.D The Education Materials Review Committee, consisting of at least five community members, will meet at least once annually to review and approve the educational materials used by	1.D Title X Family Planning Program Administrative and Medical Liaisons	1.D Meeting minutes will be maintained which document the Educational Materials Review Committee meetings and resulting activities.

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			the agency.			
2.	Maintain a process of Continuous Quality Improvement to ensure compliance with the Title X regulations and to ensure delivery of high quality family planning services.	2.A	The Continuous Quality Improvement medical team will review a minimum of 25 family planning client charts for quality and documentation, to include medical services, education and counseling, and adolescent counseling.	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A	Meeting minutes will be maintained which document the QI medical team meetings and resulting activities, including the number of charts reviewed.
		2.B	Delegate Agency will maintain a follow-up system for abnormal medical findings.	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B	Documentation of abnormal medical findings follow-up system will be maintained.

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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.

a) Clinical Worksheet for Objectives 1 - 3

				CONTRACT REQUIREMENTS
OBJECTIVE 1	1.A	By December 31, 2003 Delegate Agency will see approximately the following number of clients in the corresponding poverty levels:	POVERTY LEVEL	
			<100%	11,350
			101% - 150%	50
			151% - 200%	100
			201% - 250%	0
			>250%	0
			UNKNOWN	0
			TOTAL MALE & FEMALE USERS:	11,500
OBJECTIVE 2	2.A	By December 31, 2003 the approximate number of female family planning clients will be seen with the corresponding contraceptive methods:	CONTRACEPTIVE METHOD	
			Sterilization	50
			Oral Contraceptives	4,000
			IUD	800
			Hormone Implant	10
			Injection	1,000
			Cervical Cap	0
			Diaphragm (with or without jelly cream)	2
			Condom (with or without spermicide)	2,000
			Spermicidal Foam, Jelly or Cream; or Contraceptive Film	300
			Natural Methods	0
			Other Methods	5
			Method Unknown	0
			Pregnant	1,100
			No Method Used for other reason	233
			TOTAL FEMALE USERS:	9,500
		By December 31, 2003 Delegate Agency will		

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OBJECTIVE 3	3.A	provide family planning medical services to approximately the following number of males.	TOTAL MALE USERS:	2,000
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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.

## b)Goals and Objectives

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Provide family planning services to eligible individuals per the Federal Poverty Guidelines, by December 31, 2003	1.A Document and report the poverty status of 11,500 family planning clients (automatically transferred from your completed Clinical Worksheet).	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Review of the Family Planning Annual Report (FPAR) submissions for client poverty status in Table 2.
2. Provide contraceptive methods to eligible Title X female clients, by December 31, 2003	2.A Provide family planning education and medical services to approximately 9,500 females (automatically transferred from your completed Clinical Worksheet).	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A Review of the FPAR and Progress Report (PR) submissions for family planning education and medical services of female clients.
	2.B Document and report the birth control methods used by approximately 9,500 female clients (automatically transferred from your completed Clinical Worksheet).	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B Review of the FPAR submissions for the contraceptive methods of female clients in Table 3.
	2.C Document and report the number of women who receive emergency contraception.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C Review Progress Report submissions.
3. To provide family planning education and medical services to	3.A Provide family planning education and medical services to approximately 2000 males (automatically	3.A Title X Family Planning Program	3.A Review of the FPAR and PR submissions for family planning

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	eligible Title X male clients, by December 31, 2003		transferred from your completed Clinical Worksheet).	Administrative and Medical Liaisons		education and medical services of male clients.
4.	Increase access to family planning services by Title X eligible clients as a result of community partnerships, by December 31, 2003. (Reminder - must be a min. 10% of budget.)	4.A	Develop and maintain a Partnering Plan with 2 community partners (See Exhibit E).	4.A Title X Family Planning Program Administrative and Medical Liaisons	4.A	Partnering Plan and memorandums of understanding will be maintained and updated as necessary (CFHC to be informed of any modifications to the Partnering Plan in a timely manner).
		4.B	Delegate Agencies will provide family planning services to approximately 450 new clients as a result of the community partnerships.	4.B Title X Family Planning Program Administrative and Medical Liaisons	4.B	Review Progress Reports of the Partnering Plan and tracking system to determine performance and initiate corrective actions.
5.	Increase family planning services by providing family planning education and medical services to special populations, by December 31, 2003. (Reminder - must be a min. 25% of budget.)	5.A	Provide family planning services to high risk, hard-to-reach individuals in Title X priority groupings. Indicate the approximate number of individuals from each group to be served below: Individuals whose family income is 201%-250% of the federal poverty level 0 Homeless Individuals 50 Substance-Using / Abusing Individuals 100 Individuals with Disabilities 0 Immigrants 200 Migrant Workers 0 Limited English Proficiency Clients 0 <b>TOTAL Clients Served 350</b>	5.A Title X Family Planning Program Administrative and Medical Liaisons	5.A	Review Progress Reports on Special Populations for performance.
						Meeting minutes

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6.	Provide patient education and counseling to all Title X eligible clients seeking family planning services, by December 31, 2003	6.A	Agency will review and revise client education protocols at least once.	6.A Title X Family Planning Program Administrative and Medical Liaisons	6.A	will be maintained which document the review of the client education and counseling protocols.
		6.B	Maintain/update protocols to ensure provision of counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.B Title X Family Planning Program Administrative and Medical Liaisons	6.B	Protocols will be maintained on file, reviewed and updated as necessary.
		6.C	Provide counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.C Title X Family Planning Program Administrative and Medical Liaisons	6.C	Documentation of appropriate counseling will be maintained in charts of adolescents.

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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

3-Community Education and Outreach Goal: To increase The community's knowledge and access to family planning services offered by the Delegate Agency.

## Goals and Objectives

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1.	Create and maintain community partnerships with non-family planning agencies to increase community knowledge of family planning services by December 31, 2003.	1.A Delegate Agency will continue to implement and monitor the effectiveness of all aspects of the Partnering Plan.	1.A Review Progress Reports on the progress of the Partnering Plan to determine effectiveness of the education component, and initiate corrective actions as necessary.
		1.B Approximately <b>1,150</b> partnership outreach contacts will result in new clients receiving family planning services as stated in Clinical Objective 4, Activity 4.B.	1.B Review Progress Reports on the Partnering Plan for performance.
		2.A Agency will review at least once annually and update as needed, the Community Education and Outreach Plan.	2.A Meeting minutes will be maintained which document the review of the Community Education and Outreach Plan.
		2.B Mass marketing efforts will reach approximately <b>250</b> individuals through events and activities such as health fairs, concerts and community events.	2.B Delegate Agency will maintain documentation of the number of individuals reached through the mass marketing events.
		2.C Education and outreach will be provided to	2.C Delegate Agency will maintain documentation of the number of



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2.	Conduct marketing, community outreach and education to potential Title X eligible clients, by December 31, 2003.	2.C	approximately <b>400</b> individuals as a result of the community education and outreach plan.	Program Administrative Liaisons and Medical Liaisons	2.C	individuals reached through the community outreach and education program.
		2.D	<p>Agency will conduct outreach presentations to the following groups.</p> <p>Community Groups X</p> <p>School Classes</p> <p>Church Groups</p> <p>Community Organizations X</p> <p>Social Service Agencies</p> <p>WIC Center X</p>	2.D Title X Family Planning Program Administrative Liaisons and Medical Liaisons	2.D	<p>Delegate Agency will maintain documentation of the number of presentations through the community outreach and education program.</p> <p>Review Progress Reports to determine effectiveness of the community outreach and education program, and initiate corrective actions as necessary.</p>
		2.E	<p>Provide family planning education and outreach to high risk, hard-to-reach individuals in Title X priority groupings in the following approximate numbers as indicated in Clinical Objective 5.A.</p> <p>Individuals whose family income is 201%-250% of the federal poverty level 0</p> <p>Homeless Individuals 100</p> <p>Substance-Using / Abusing Individuals 150</p> <p>Individuals with Disabilities 0</p> <p>Immigrants 325</p> <p>Migrant Workers 0</p>	2.E Title X Family Planning Program Administrative Liaisons and Medical Liaisons	2.E	Review Progress Reports on special populations for performance.

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	Limited English Proficiency Clients	0		
	TOTAL Outreach Contacts	575		

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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

4-Family Involvement Goals and Objectives: To encourage family involvement in family planning services for teens.

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE		EVALUATION	
1.	Provide family involvement counseling to Title X eligible adolescents seeking family planning services, by December 31, 2003.	1.A	Maintain existing protocols to include family involvement counseling as part of adolescent client family planning visits.	1.A Title X Family Planning Program Administrative Liaisons and Medical Liaisons		1.A	Protocols will be maintained on file, reviewed and updated as necessary.
		1.B	Provide family involvement counseling during initial / annual visits and all visits as appropriate with adolescent clients.	1.B Title X Family Planning Program Administrative Liaisons and Medical Liaisons		1.B	Documentation of family involvement counseling will be maintained in the charts of adolescent clients.

JWCH Institute, Inc.

## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

5-Financial Management Goals and Objectives: To improve and maintain the Delegate Agency's financial systems to ensure contract compliance.

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE	EVALUATION	
1.	Delegate Agency will maintain a family planning program in compliance with the contract requirements and Title X Regulations / Guidelines.	1.A	Develop a line-item budget for the period January 1, 2003 to December 31, 2003.	1.A Title X Family Planning Program Administrative Liaisons/Medical Liaisons/Program Managers	1.A	Review and revise the annual family planning budget to meet the needs of the family planning program.
		1.B	Update and maintain accounting procedures and manuals.	1.B Financial Management/Finance units for each of the nine Title X Family Planning Programs	1.B	Review accounting procedures and manuals annually.
		1.C	Complete a quarterly Statement of Revenue and Expenses.	1.C Grant Manager/Fiscal Manager for Public Health Financial Management, DHS	1.C	Review and submit quarterly Statement of Revenue and Expenses.
		1.D	Complete the Federal Statement of Revenue (FSR) for CY 2003.	1.D Grant Manager/Fiscal Manager for Public Health Financial Management, DHS	1.D	Compile and submit the Federal Statement of Revenue annually.

REVISED 3/7/03

### Title X BCS Funding Application

Agency Name: L.A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

#### CFHC Delegate Agency Partnering Plan Information

Partner 1:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
<b>Name:</b> Southern California Youth & Family Center (Coastal Cluster)	100	20
<b>Type of Agency:</b> (Check all that apply) <input checked="" type="checkbox"/> Schools <input checked="" type="checkbox"/> Incarceration/Detention <input checked="" type="checkbox"/> Pregnancy Prevention or Parenting Program <input checked="" type="checkbox"/> Job Training/Skills or Welfare-to-Work <input checked="" type="checkbox"/> Faith-based <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) <input checked="" type="checkbox"/> Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> Extensive education to be provided to members of center in each of their individual programs to address reproductive health issues. Services are provided to all partner members who present to our clinic. <b>Brief Description of partnership:</b> The Coastal Cluster Family Planning Program did not provide any description of partner. <b>Brief desc.of tracking system for outreach contacts and visits:</b> Informal tracking system exists now 'Sally sent me' message to nurses. <b>Evaluation plan for reviewing success of partnership:</b> Continued responses from each of the members of the Center. Invitations for these groups continue to overwhelm our capacity. Responses/requests from high risk group representative (e.g. Twin Tower), document that our outreach efforts are meeting needs.		
Partner 2:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
<b>Name:</b> Weingart Center Association-(JWCH)	250	150

<b>Type of Agency: (Check all that apply)</b> Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served: (Check all that apply)</b> Youth (24 and under) X Persons 25+ X Males X Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To increase by 10% the number of males and females who will enter family planning, e.g., awareness of family planning services, STI prevention, and HIV from 1/1/03-12/31/03.		
<b>Brief Description of partnership:</b> The partnership with Weingart Center Association has allowed us to disseminate information on family planning, STI prevention and HIV. We give Weingart food vouchers as an incentive for persons to stay and receive information on various topics. We also give out health education materials and condoms. <b>Brief desc. of tracking system for outreach contacts and visits:</b> We have developed sign-in sheets to keep track of our outreach contacts. We have also developed a mechanism whereby our outreach workers give their contacts a code word. When the clients come in for their appts., they are asked how they heard about the clinic. If the client gives the code word, this information is entered into the computer at the time of registration. <b>Evaluation plan reviewing success of partnership:</b> Once a month a report is generated which indicates the number of clients registered with the outreach code word. We monitor whether we have met our goal by tracking the number of clinical visits which are a result of our partnership.		
<b>Partner 3:</b>	<b># of Outreach Contacts in 2003</b>	<b># of Tracked Visits in 2003</b>
<b>Name:</b> WIC-(JWCH)	900	300
<b>Type of Agency: (Check all that apply)</b> Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served: (Check all that apply)</b> X Youth (24 and under) X Persons 25+ Males X Females	

**Partnering Plan:****Goals and Objectives:**

To increase by 15% the number of African American and Latina women who will enter family planning, e.g., awareness of family planning, STI prevention and HIV from 1/1/03-12/31/03.

**Brief Description of partnership:**

The partnership with WIC has allowed us to disseminate information on family planning, STI prevention and HIV. We give incentives in the form of coupons for various establishments in the area for persons who attend the presentations. We also give out health education materials and condoms.

**Brief desc.of tracking system for outreach contacts and visits:**

We have developed sign-in sheets to keep track of our outreach contacts. We have also developed a mechanism whereby our outreach workers give their contacts a code word. When the clients come in for their appts., they are asked how they heard about the clinic. If the client gives the code word, this information is entered into the computer at the time of registration.

**Evaluation plan for reviewing success of partnership:**

Once a month a report is generated which indicates the number of clients registered with the outreach code word. We monitor whether we have met our goal by tracking the number of clinical visits which are a result of our partnership.

Partner 4:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
Name: WIC-(REI)	150	30
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ Males X Females	

**Partnering Plan:****Goals and Objectives:**

To maintain a collaborative partnership with the Compton-WIC Center. To provide family planning educational and clinical services to underserved, indigent women under an agreement with the Women, Infant and Children (WIC) Project agency. This partnership allows contact with those individuals who lack adequate access to family planning services and traditionally have not been affiliated with family planning program services.

**Brief Description of partnership:**

The role of the REI Womens Health Care Clinic (WHCC) is to provide education and clinical services to patients from the WIC project. The role of the WIC project is to inform clients of WHCC, the availability of family planning services, to post and distribute educational materials, to provide WHCC staff access to WIC facilities.

**Brief desc.of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits)

<b>Partner 5:</b>	<b># of Outreach Contacts in 2003</b>	<b># of Tracked Visits in 2003</b>
<b>Name:</b> House of Hope-(REI)	50	40
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work <input checked="" type="checkbox"/> Faith-based Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) <input checked="" type="checkbox"/> Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To provide family planning education and clinical services to the underserved, indigent women residing at the House of Hope (women in recovery). <b>Brief Description of partnership:</b> The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients from the House of Hope (HOH). Nurse practitioners, health workers and other outreach staff will visit the HOH site at agreed upon dates and times to present topics of interest to HOH clients. The role of HOH is to inform clients of WHCC and the availability of family planning services. <b>Brief desc.of tracking system for outreach contacts and visits:</b> The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book. <b>Evaluation plan for reviewing success of partnership:</b> Annual evaluation of staff time and number of clients (outreach and visits).		
<b>Partner 6:</b>	<b># of Outreach Contacts in 2003</b>	<b># of Tracked Visits in 2003</b>
<b>Name:</b> Harbor Interfaith Shelter-(REI)	50	5
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work <input checked="" type="checkbox"/> Faith-based Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) <input checked="" type="checkbox"/> Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	



**Partnering Plan:**

**Goals and Objectives:**

To provide family planning education and clinical services to the underserved, indigent men and women residing at the Harbor Interfaith Shelter (HIS).

**Brief Description of partnership:**

The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients of HIS. Nurse practitioners, health workers and other outreach staff will visit HIS at agreed upon dates and times to present topics of interests to HIS clients. The role of HIS is to inform clients of WHCC and the availability of family planning services.

**Brief desc.of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner patients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits).

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2/27/03

EXHIBIT C-2

LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES  
FAMILY PLANNING PROGRAM  
**TITLE X ALLOCATION SCHEDULE**  
JANUARY 1, 2003 THROUGH DECEMBER 31, 2003

Exhibit C-2

FAMILY PLANNING SERVICE AREA	PROGRAM ADMINISTRATION	BASIC CONTRACEPTIVE SERVICES	SPECIAL POPULATION	PARTNERING PROJECT	MALE SERVICES PROGRAM	TITLE X ALLOCATION TOTALS
<u>County Operated:</u>						
1. San Fernando Valley Cluster	\$ -	\$ 32,649	\$ 29,157	\$ -	\$ -	\$ 61,806
2. Antelope Valley Cluster	-	25,000	38,066	-	-	63,066
3. Southwest Cluster	-	-	-	-	-	-
4. LAC+USC HealthCare Network (Northeast Cluster)	-	25,000	-	-	-	25,000
5. Coastal Cluster	-	25,000	13,768	5,000	-	43,768
6. LAC+USC Medical Center Women's & Children's Hospital	-	37,112	-	-	-	37,112
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 144,761</b>	<b>\$ 80,991</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 230,752</b>
<u>Subcontractors:</u>						
7. JWCH Institute, Inc. (4 CHCs)	\$ -	\$ 95,270	\$ 45,625	\$ 55,794	\$ -	\$ 196,689
8. Harbor/UCLA Research & Education Institute (REI)	-	41,575	49,674	9,722	11,250	112,221
<b>SUBCONTRACTORS TOTAL</b>	<b>\$ -</b>	<b>\$ 136,845</b>	<b>\$ 95,299</b>	<b>\$ 65,516</b>	<b>\$ 11,250</b>	<b>\$ 308,910</b>
9. Family Planning Program Administration Unit	\$ 176,748	\$ -	\$ -	\$ -	\$ -	\$ 176,748
<b>TITLE X ALLOCATION TOTALS</b>	<b>\$ 176,748</b>	<b>\$ 281,606</b>	<b>\$ 176,290</b>	<b>\$ 70,516</b>	<b>\$ 11,250</b>	<b>\$ 716,410</b>

EXHIBIT B-3

EXHIBIT-B3

**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316**1-Administrative Goals and Objectives:** To enhance the administration of the Delegate Agency to provide family planning services.

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Implement or maintain a review process of all agency functions, in order to ensure compliance with all Title X regulations, by December 31, 2004.	1.A A review committee consisting of administrative and medical personnel will meet at least once annually to review the policies and procedures related to the family planning program.	1.A Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.A Meeting minutes will be maintained which document the administrative team meetings and resulting activities.
	1.B A patient satisfaction survey will be completed by 100 clients.	1.B Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.B Patient satisfaction surveys will be completed, summarized and kept on file. Findings will be used to develop a corrective action plan and make the appropriate changes.
	1.C Delegate Agency will maintain and update a community needs assessment on a periodic basis to define agency's role in the community.	1.C Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.C Community needs assessment will be conducted and results kept on file. Findings will be used to modify services to address community needs.
	1.D The Education Materials Review Committee, consisting of at	1.D Title X Family Planning Program Administrative Liaison and Medical	1.D Meeting minutes will be maintained which document the Educational Materials

			least five community members, will meet at least once annually to review and approve the educational materials used by the agency.	Liaison.		Review Committee meetings and resulting activities.
2.	Maintain a process of Continuous Quality Improvement to ensure compliance with the Title X regulations and to ensure delivery of high quality family planning services.	2.A	The Continuous Quality Improvement medical team will review a minimum of 25 family planning client charts for quality and documentation, to include medical services, education and counseling, and adolescent counseling.	2.A Title X Family Planning Program Administrative Liaison and Medical Liaison.	2.A	Meeting minutes will be maintained which document the QI medical team meetings and resulting activities, including the number of charts reviewed.
		2.B	Delegate Agency will maintain a follow-up system for abnormal medical findings.	2.B Title X Family Planning Program Administrative Liaison and Medical Liaison.	2.B	Documentation of abnormal medical findings follow-up system will be maintained.

**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316**2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.****a)Clinical Worksheet for Objectives 1 - 3**

				CONTRACT REQUIREMENTS
<b>OBJECTIVE 1</b>	1.A	By December 31, 2004 Delegate Agency will see approximately the following number of clients in the corresponding poverty levels:	<b>POVERTY LEVEL</b>	
			<100%	10,500
			101% - 150%	0
			151% - 200%	0
			201% - 250%	0
			>250%	0
			UNKNOWN	0
			<b>TOTAL MALE &amp; FEMALE USERS:</b>	10,500
<b>OBJECTIVE 2</b>	2.A	By December 31, 2004 the approximate number of <b>female</b> family planning clients will be seen with the corresponding contraceptive methods:	<b>CONTRACEPTIVE METHOD</b>	
			Sterilization	50
			Oral Contraceptives	3,700
			IUD	750
			Hormone Implant	0
			Hormonal Patch	250
			Vaginal Ring	0
			Injection	1,000
			Cervical Cap	0
			Diaphragm (with or without jelly cream)	0
			Condom (with or without spermicide)	1,700
			Spermicidal Foam, Jelly or Cream; or Contraceptive Film	300
			Natural Methods	0
			Other Methods	0
			Method Unknown	0
			Pregnant	1,000

			No Method Used for other reason	250
			<b>TOTAL FEMALE USERS:</b>	9,000
<b>OBJECTIVE 3</b>	3.A	By December 31, 2004 Delegate Agency will provide family planning medical services to approximately the following number of <b>males:</b>		
			<b>TOTAL MALE USERS:</b>	1,500



**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316**2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.****b)Goals and Objectives**

<b>OBJECTIVE #</b>		<b>ACTIVITY</b>		<b>JOB TITLE OF STAFF RESPONSIBLE</b>		<b>EVALUATION</b>	
1.	Provide family planning services to eligible individuals per the Federal Poverty Guidelines, by December 31, 2004.	1.A	Document and report the poverty status of <i>10,500</i> family planning clients (automatically transferred from your completed Clinical Worksheet).	1.A	Title X Family Planning Program Administrative and Medical Liaisons	1.A	Review of the Semi-annual Progress Report (SPR) submissions for client poverty status.
2.	Provide contraceptive methods to eligible Title X female clients, by December 31, 2004.	2.A	Provide family planning education and medical services to approximately <i>9,000</i> females (automatically transferred from your completed Clinical Worksheet).	2.A	Title X Family Planning Program Administrative and Medical Liaisons	2.A	Review of the SPR submissions for family planning education and medical services of female clients.
		2.B	Document and report the birth control methods used by approximately <i>9,000</i> female clients (automatically transferred from your completed Clinical Worksheet).	2.B	Title X Family Planning Program Administrative and Medical Liaisons	2.B	Review of the SPR submissions for the contraceptive methods of female clients.
		2.C	Document and report the number of Emergency Contraception units dispensed.	2.C	Title X Family Planning Program Administrative and Medical Liaisons	2.C	Review SPR submissions.
3.	To provide family	3.A	Provide family planning education and medical	3.A	Title X Family	3.A	Review of the SPR submissions

	planning education and medical services to eligible Title X male clients, by December 31, 2004.		services to approximately <u>1,500</u> males (automatically transferred from your completed Clinical Worksheet).	Planning Program Administrative and Medical Liaisons		for family planning education and medical services of male clients.
4.	Increase access to family planning services by Title X eligible clients as a result of community partnerships, by December 31, 2004. <b>(Reminder - must be a min. 10% of budget.)</b>	4.A	Develop and maintain a Partnering Plan with <u>2</u> community partners (See Exhibit E).	4.A Title X Family Planning Program Administrative and Medical Liaisons	4.A	Partnering Plan and memorandums of understanding will be maintained and updated as necessary (CFHC to be informed of any modifications to the Partnering Plan in a timely manner).
		4.B	Delegate Agencies will provide family planning services to approximately <u>400</u> new clients as a result of the community partnerships.	4.B Title X Family Planning Program Administrative and Medical Liaisons	4.B	Review SPR submissions of the Partnering Plan and tracking system to determine performance and initiate corrective actions.
5.	Increase family planning services by providing family planning education and medical services to special populations, by December 31, 2004.	5.A	Provide family planning services to high risk, hard-to-reach individuals in Title X priority groupings. Indicate the approximate number of individuals from each group to be served below: Homeless Individuals <u>100</u> Substance-Using / Abusing Individuals <u>0</u> Individuals with <u>0</u>	5.A Title X Family Planning Program Administrative and Medical Liaisons	5.A	Review SPR submissions on Special Populations for performance.

6.	(Reminder - must be a min. 25% of budget.)		Disabilities			
			Immigrants	0		
			Migrant Workers	0		
			Limited English Proficiency Clients	300		
			<b>TOTAL Clients Served</b>	<b>400</b>		
6.	Provide patient education and counseling to all Title X eligible clients seeking family planning services, by December 31, 2004.	6.A	Agency will review and revise client education protocols at least once.	6.A Title X Family Planning Program Administrative and Medical Liaisons	6.A	Meeting minutes will be maintained which document the review of client education and counseling protocols.
		6.B	Maintain/update protocols to ensure provision of counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.B Title X Family Planning Program Administrative and Medical Liaisons	6.B	Protocols will be maintained on file, reviewed and updated as necessary.
		6.C	Provide counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.C Title X Family Planning Program Administrative and Medical Liaisons	6.C	Documentation of appropriate counseling will be maintained in charts of adolescents.

**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316

**3-Community Education and Outreach Goal: To increase The community's knowledge and access to family planning services offered by the Delegate Agency.**

**Goals and Objectives**

<b>OBJECTIVE #</b>		<b>ACTIVITY</b>		<b>JOB TITLE OF STAFF RESPONSIBLE</b>		<b>EVALUATION</b>	
1.	Create and maintain community partnerships with non-family planning agencies to increase community knowledge of family planning services by December 31, 2004.	1.A	Delegate Agency will continue to implement and monitor the effectiveness of all aspects of the Partnering Plan.	1.A	Title X Family Planning Program Administrative and Medical Liaisons	1.A	Review SPR submissions on the progress of the Partnering Plan to determine effectiveness of the education component, and initiate corrective actions as necessary.
		1.B	Approximately 1,000 partnership outreach contacts will result in new clients receiving family planning services as stated in Clinical Objective 4, Activity 4.B.	1.B	Title X Family Planning Program Administrative and Medical Liaisons	1.B	Review SPR submissions on the Partnering Plan for performance.
2.	Conduct marketing, community outreach and education to potential Title X eligible clients, by December 31, 2004.	2.A	Agency will review Community Education and Outreach Plan at least once annually.	2.A	Title X Family Planning Program Administrative and Medical Liaisons	2.A	Meeting minutes will be maintained which document the review of the Community Education and Outreach Plan.
		2.B	Mass marketing efforts will reach approximately 200 individuals through events and activities such as health fairs, concerts and	2.B	Title X Family Planning Program Administrative and Medical Liaisons	2.B	Delegate Agency will maintain documentation of the number of individuals reached through the mass

	community events.		marketing events.
2.C	Education and outreach will be provided to approximately <b>400</b> individuals as a result of the Community Education and Outreach Plan.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C Delegate Agency will maintain documentation of the number of individuals reached through the Community Education and Outreach Plan.
2.D	Agency will conduct outreach presentations to the following groups.  Community Groups      X School Church Groups Community Organizations      X Social Service Agencies WIC Center      X	2.D Title X Family Planning Program Administrative and Medical Liaisons	2.D Delegate Agency will maintain documentation of the number of presentations through the Community Education and Outreach Plan.  Review SPR submissions to determine effectiveness of the Community Education and Outreach Plan, and initiate corrective actions as necessary.
2.E	Provide family planning education and outreach to high risk, hard-to-reach individuals in Title X priority groupings in the following approximate numbers as indicated in Clinical Objective 5.A.  Homeless Individuals <b>200</b>  Substance-Using / Abusing <b>0</b>	2.E Title X Family Planning Program Administrative and Medical Liaisons	2.E Review SPR submissions on special populations for performance.

		Individuals			
		Individuals with	0		
		Disabilities			
		Immigrants	0		
		Migrant	0		
		Workers			
		Limited English			
		Proficiency	500		
		Clients			
		TOTAL			
		Outreach	700		
		Contacts Served			

**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316**4-Family Involvement Goals and Objectives: To encourage family involvement in family planning services for adolescents.**

<b>OBJECTIVE #</b>		<b>ACTIVITY</b>		<b>JOB TITLE OF STAFF RESPONSIBLE</b>	<b>EVALUATION</b>
1.	Provide family involvement counseling to Title X eligible adolescents seeking family planning services, by December 31, 2004.	1.A	Maintain existing protocols to include family involvement counseling as part of adolescent client family planning visits.	1.A Title X Family Planning Program Administrative Liaisons and Medical Liaisons.	1.A Protocols will be maintained on file, reviewed and updated as necessary.
		1.B	Provide family involvement counseling during initial / annual visits and all visits as appropriate with adolescent clients.	1.B Title X Family Planning Program Administrative Liaisons and Medical Liaisons.	1.B Documentation of family involvement counseling will be maintained in the charts of adolescent clients.

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**5-Financial Management Goals and Objectives: To improve and maintain the Delegate Agency's financial systems to ensure contract compliance.**

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE	EVALUATION	
1.	Delegate Agency will maintain a family planning program in compliance with the contract requirements and Title X Regulations / Guidelines.	1.A	Develop a line-item budget for the period January 1, 2004 to December 31, 2004.	1.A Title X Family Planning Program Administrative and Medical Liaisons.	1.A	Review and revise the annual family planning budget to meet the needs of the family planning program.
		1.B	Update and maintain accounting procedures and manuals.	1.B Public Health Finance Grant Manager and Finance Analyst.	1.B	Review accounting procedures and manuals annually.
		1.C	Complete a quarterly Statement of Revenue and Expenses.	1.C Public Health Finance Grant Manager and Finance Analyst.	1.C	Review and submit quarterly Statement of Revenue and Expenses.
		1.D	Complete the Federal Statement of Revenue (FSR) for CY 2004.	1.D Public Health Finance Grant Manager and Finance Analyst.	1.D	Compile and submit the Federal Statement of Revenue annually.

KL:jc  
12/4/03



## Title X BCS Funding Application Exhibit B-3

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

### CFHC Delegate Agency Partnering Plan Information

<b>Partner 1 :</b>			
<b>Name:</b> Weingart Center Association-(JWCH)		<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
		200	150
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)		<b>Population Served:</b> (Check all that apply) Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To increase knowledge of family planning to 200 homeless individuals that are participants in various programs at the Weingart Center Association. <b>Brief Description of partnership:</b> Weingart Center Association provides services to various parograms including: homeless, veterans, recuperative care and substance and alcohol abuse. This is a good resource enabling JWCH to enter their facility and provide reproductive health education to a captive audience. These individuals are at risks and have limited access to reproductive health services. The partnership with Weingart Center Association has allowed us to disseminate information on family planning, STI prevention and HIV. We give Weingart food vouchers as an incentive for persons to stay and receive information on various topics. We also give out health education materials and condoms. <b>Brief desc. of tracking system for outreach contacts and visits:</b> We have developed a unique tracking system whereby the outreach workers give potential clients a code name. When the client come in for their visit, they are asked how they heard about the clinic and the client gives the code name to the clerk. The code name is entered into the computer and we are able to track the number of contacts resulting in a visit. <b>Evaluation plan for reviewing success of partnership:</b>			

While we monitor on a monthly basis the number of contacts and visits, we meet on a monthly basis to make adjustments, if necessary, to our outreach strategies.		
<b>Partner 2 :</b>	<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
<b>Name:</b> WIC - (JWCH)	800	250
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ Males X Females	
<b>Partnering Plan:</b>		
<b>Goals and Objectives:</b> To increase knowledge of family planning to 800 women and teen moms that participate in various education sessions that WIC offers.		
<b>Brief Description of partnership:</b> WIC provides various services to women and teen moms. This is also a good resource which enables us to enter their facility and provide reproductive health education to a captive audience. These individuals are at risk and have limited access to reproductive health services. The partnership with WIC has allowed us to disseminate information on family planning, STI prevention and HIV. We give incentives in the form of coupons for various establishments in the area for persons who attend the presentations. We also give out health education materials and condoms.		
<b>Brief desc. of tracking system for outreach contacts and visits:</b> We have developed a unique tracking system whereby the outreach workers give potential clients a code name. When the client comes in for the visit, they are asked how they heard about the clinic and the client gives the code name to the clerk. The code name is entered into the computer and we are able to track the number of contacts resulting in a visit. of registration.		
<b>Evaluation plan for reviewing success of partnership:</b> While we monitor on a monthly basis the number of contacts and visits, we meet on a quarterly basis to make adjustments, if necessary, to our outreach strategies.		
<b>Partner 3 :</b>	<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
<b>Name:</b> WIC/Compton Center-(REI)	100	30
<b>Type of Agency:</b> (Check all that apply)		

Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	X Youth (24 and under) X Persons 25+ Males X Females				
<p><b>Partnering Plan:</b></p> <p><b>Goals and Objectives:</b>          To maintain a collaborative partnership with the Compton-WIC Center. To provide family planning educational and clinical services to underserved, indigent women under an agreement with the Women, Infant and Children (WIC) Project agency. This partnership allows contact with those individuals who lack adequate access to family planning services, which traditionally have not been affiliated with family planning program services.</p> <p><b>Brief Description of partnership:</b>          The role of the REI Womens Heath Care Clinic (WHCC) is to provide education and clinical services to clients from the WIC project. The role of the WIC project is to inform clients of WHCC of the availability of family planning services, to post and distribute educational materials, to provide WHCC staff access to WIC facilities.</p> <p><b>Brief desc. of tracking system for outreach contacts and visits:</b>          A family planning clinic encounter form is completed and monitored for each client.</p> <p><b>Evaluation plan for reviewing success of partnership:</b>          Annual evaluation of staff time and number of clients (outreach and visits). The Compton WIC site manager is a member of the WHCC Advisory Council.</p>					
<b>Partner 4 :</b>	<table border="1"> <tr> <th># of Outreach Contacts in 2004</th> <th># of Tracked Visits in 2004</th> </tr> <tr> <td>100</td> <td>45</td> </tr> </table>	# of Outreach Contacts in 2004	# of Tracked Visits in 2004	100	45
# of Outreach Contacts in 2004	# of Tracked Visits in 2004				
100	45				
<b>Name:</b> Nat'l Council on Alcohol & Drug Dependence, South Bay -(REI)  <b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based X Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ X Males X Females				

**Partnering Plan:****Goals and Objectives:**

To provide family planning education and clinical services to the women enrolled in the NCADD programs (women in recovery).

**Brief Description of partnership:**

The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients from the NCADD, South Bay. Nurse practitioners, health workers and other outreach staff will visit this site at agreed upon dates and times to present topics of interest to NCADD clients. The role of NCADD is to inform clients of WHCC and the availability of family planning services.

**Brief desc. of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list or counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits).

KL: jc  
12/04/03

EXHIBIT C-3

LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES  
FAMILY PLANNING PROGRAM  
**TITLE X ALLOCATION SCHEDULE**  
JANUARY 1, 2004 THROUGH DECEMBER 31, 2004

FAMILY PLANNING SERVICE AREA	PROGRAM ADMINISTRATION	BASIC CONTRACEPTIVE SERVICES	SPECIAL POPULATION PROJECT	PARTNERING PROJECT	TITLE X ALLOCATION TOTALS
<u>County Operated:</u>					
1. San Fernando Valley Cluster	\$ -	\$ 57,884	\$ 38,194	\$ -	\$ 96,078
2. Antelope Valley Cluster	-	19,530	33,753	-	53,283
3. Southwest Cluster	-	-	-	-	-
4. LAC+USC Healthcare Network (Northeast Cluster)	-	18,992	-	-	18,992
5. Coastal Cluster	-	14,317	27,358	-	41,675
6. LAC+USC Medical Center Women's & Children's Hospital	-	54,333	-	-	54,333
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 165,056</b>	<b>\$ 99,305</b>	<b>\$ -</b>	<b>\$ 264,361</b>
<u>Subcontractors:</u>					
7. JWCH Institute, Inc. (4 CHCs)	\$ -	\$ 121,243	\$ 77,809	\$ 60,569	\$ 259,621
8. Harbor/UCLA Research & Education Institute (REI)	-	54,151	16,877	17,027	88,055
<b>SUBCONTRACTORS TOTAL</b>	<b>\$ -</b>	<b>\$ 175,394</b>	<b>\$ 94,686</b>	<b>\$ 77,596</b>	<b>\$ 347,676</b>
9. Family Planning Program Administration Unit	\$ 163,927	-	\$ -	\$ -	\$ 163,927
<b>TITLE X ALLOCATION TOTALS</b>	<b>\$ 163,927</b>	<b>\$ 340,450</b>	<b>\$ 193,991</b>	<b>\$ 77,596</b>	<b>\$ 775,964</b>

kl:12/3/03/titleXallocschCY2004conex6-30-03FINAL/excel

## EXHIBIT F

**no shame.  
no blame.  
no names.**

**now there's a way to  
safely surrender your baby**



**The Safely Surrendered Baby Law** A Confidential Safe Haven For Newborns

In California, the Safely Surrendered Baby Law allows an individual to give up an unwanted infant with no fear of arrest or prosecution for abandonment as long as the baby has not been abused or neglected. The law does not require that names be given when the baby is surrendered. Parents are permitted to bring a baby within 3 days of birth to any hospital emergency room or other designated safe haven in California. The baby will be placed in a foster or pre-adoptive home.

**In California, no one ever has to abandon a child again.**

**In Los Angeles County:  
(877) BABY SAFE  
(877) 222-9723  
babysafela.org**



**State of California**  
Gray Davis, Governor

**Health and Human Services Agency**  
Grantland Johnson, Secretary

**Department of Social Services**  
Rita Saenz, Director



**Los Angeles County Board of Supervisors**

Gloria Molina, Supervisor, First District  
Yvonne Brathwaite Burke, Supervisor, Second District  
Zev Yaroslavsky, Supervisor, Third District  
Don Knabe, Supervisor, Fourth District  
Michael D. Antonovich, Supervisor, Fifth District

**This initiative is also supported by First 5 LA and INFO LINE of Los Angeles**



### What is the Safely Surrendered Baby Law?

It's a new law. Under this law, a person may surrender their baby confidentially. As long as the baby has not been abused or neglected, the person may do so without fear of arrest or prosecution.

### How does it work?

A distressed parent who is unable or unwilling to care for an infant can legally, confidentially and safely surrender their baby within 3 days of birth. All that is required is that the baby be brought to a hospital emergency room in California. As long as the child shows no signs of abuse or neglect, no name or other information is required. A bracelet will be placed on the baby for identification. A matching bracelet will be given to the parent. The bracelet will help connect the parent to the baby if the parent wants the baby back.

### Can only a parent bring in the baby?

In most cases, a parent will bring in the baby. The law allows another person to bring in the baby if they have legal custody.

### Does the parent have to call before bringing in the baby?

No. A parent can bring in a baby anytime, 24 hours a day, 7 days a week.

### Does a parent have to tell anything to the people taking the baby?

No. Nothing is required. However, hospital personnel will give the parent a medical information questionnaire that is designed to gather family medical history. This could be very useful in caring for the child but it is up to the parent to complete it.

### What happens to the baby?

The baby will be examined and given medical treatment, if needed. Then the baby will be placed in a foster or pre-adoptive home.

### What happens to the parent?

Once the parent(s) has safely turned over the baby, they are free to go.

### What if a parent wants the baby back?

The parent(s) may take the bracelet back to the hospital. Hospital personnel will provide information about the baby.

### Why is California doing this?

The purpose of the Safely Surrendered Baby Law is to protect babies from being hurt or killed because they were abandoned.

You may have heard tragic stories of babies left in dumpsters or public toilets. The persons who committed these acts may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had nowhere to turn for help, they abandoned their infants.

Abandoning a baby puts the child in extreme danger. It is also illegal. Too often, it results in the baby's death. Because of the Safely Surrendered Baby Law, this tragedy doesn't ever have to happen in California again.

### The Eighteenth Safely Surrendered Baby in California

At 8:30 a.m. on Thursday, July 25, 2002, a healthy newborn baby was brought to St. Bernardine Medical Center in San Bernardino under the provisions of the California Safely Surrendered Baby Law.

This baby was the eighteenth child protected under California's Safely Surrendered Baby Law. As the law states, the baby's mother did not have to identify herself. When the baby was brought to the emergency room, he was examined by a pediatrician, who determined that the baby was healthy and doing fine. He was placed in a foster home for short-term care while the adoption process was started.

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Every baby deserves a chance for a healthy life. If you or someone you know is considering giving up a child, learn about your options.

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*Certainly we would prefer that women seek help while they are pregnant, not after giving birth, to receive proper medical care and counseling. But at the same time, we want to assure parents who choose not to keep their baby that they will not go to jail if they deliver their babies to safe hands in a hospital emergency room.*

Contract No. H-212729-2

**FAMILY PLANNING PROGRAM SUBCONTRACT AGREEMENT**

Amendment No. 2

THIS AMENDMENT is made and entered into this \_\_\_\_\_ day  
of \_\_\_\_\_, 2003,

by and between

COUNTY OF LOS ANGELES  
(hereafter "County"),

and

HARBOR-UCLA RESEARCH AND  
EDUCATION INSTITUTE, a non-  
profit corporation  
(hereafter "Contractor")

WHEREAS reference is made to that certain document entitled  
"FAMILY PLANNING PROGRAM SUBCONTRACT AGREEMENT", dated June 12,  
2001, and further identified as County Agreement No. H-212729,  
between the County and Harbor-UCLA Research and Education  
Institute ("Contractor") and any Amendments thereto ( all  
hereafter "Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend  
Agreement to decrease the County's maximum obligation and make  
other hereinafter designated changes; and

WHEREAS, said Agreement provides that changes may be made in  
the form of a written amendment which is formally approved and  
executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall become effective on January 1, 2003.
2. Paragraph 1, TERM, shall be revised as follows:

"1. TERM: The term of this Agreement shall commence on January 1, 2001 and shall continue in full force and effect through December 31, 2003, with provisions for a one-year automatic renewal from January 1, 2004 through December 31, 2004, subject to the availability of Federal Title X funding. This Agreement may be terminated, with or without cause, by either party upon giving of at least thirty (30) days' prior written notice thereof to the other party.

If for any reason Federal Title X funding, is terminated or reduced, County shall thereupon have the right to adjust the funding of this Agreement in whole or in part as of said date. Notice of such adjustment shall be served upon Contractor in writing.

Notwithstanding any other provision of this Paragraph, the failure of Contractor or its officers, agents, or employees to comply with the terms of this Agreement shall constitute a material breach hereof and the Agreement may be terminated immediately. Failure to exercise this right of termination shall not constitute waiver of such right, which may be exercised at any subsequent time.

County may also suspend the performance of services hereunder, in whole or in part, upon the giving of at least a thirty-day written notice to Contractor. County's notice

shall set forth the reasons for the suspension, the extent of the suspension, and the requirements for full restoration of the performance obligations."

3. Paragraph 2, STATEMENT OF WORK, shall be revised in its entirety as follows:

"2. STATEMENT OF WORK: Contractor shall, in a satisfactory and proper manner, perform the functions and services described in Exhibits B, B-1, B-2 and B-3, "Program Objectives", attached hereto and incorporated herein by reference for the provision of family planning services.

4. Paragraph 3, MAXIMUM COUNTY OBLIGATION, shall be revised in its entirety as follows:

"3. MAXIMUM OBLIGATION OF COUNTY:

A. County's maximum obligation for Federal Title X funded services provided by Contractor hereunder during the period of January 1, 2001 through December 31, 2001 shall not exceed One Hundred Seventy Thousand, Two Hundred Seventy-Seven Dollars (\$ 170,277).

Such obligation shall consist of the following:

Basic Contraceptive Services	\$ 99,413
Special Population	55,697
Partnering Projects	<u>15,167</u>
Total	\$170,277

Such obligation shall be set forth in Exhibit C.

B. County's maximum obligation for Federal Title X

funded services provided by Contractor hereunder during the period of January 1, 2002 through December 31, 2002 shall not exceed One Hundred, Eighty-Three Thousand, Eight Hundred Sixteen Dollars (\$183,816).

Such obligation shall consist of the following:

Basic Contraceptive Services	\$108,415
Special Population	37,811
Partnering Projects	15,090
Male Services Program	<u>22,500</u>
Total	\$183,816

Such obligation shall be set forth in Exhibit C-1."

C. County's maximum obligation for Federal Title X funded services provided by Contractor hereunder during the period of January 1, 2003 through December 31, 2003 shall not exceed One Hundred, Twelve Thousand, Two Hundred Twenty-One Dollars (\$112,221).

Such obligation shall consist of the following:

Basic Contraceptive Services	\$ 41,575
Special Population	49,674
Partnering Projects	9,722
Male Services Program	<u>11,250</u>
Total	\$112,221

Such obligation shall be set forth in Exhibit C-2"

D. If this agreement is renewed for the period of January 1, 2004 through December 31, 2004, the County's

maximum obligation for Federal Title X funded services provided by Contractor hereunder during the period of January 1, 2004 through December 31, 2004 shall not exceed Eighty-Eight Thousand, Fifty-Five Dollars (\$88,055).

Such obligation shall consist of the following:

Basic Contraceptive Services	\$ 54,151
Special Population	16,877
Partnering Projects	<u>17,027</u>
Total	\$ 88,055

Such obligation shall be set forth in Exhibit C-3"

5. Paragraph 17, SPECIAL REPORTING REQUIREMENTS, shall be revised to read as follows:

"17. SPECIAL REPORTING REQUIREMENTS: Contractor shall submit to County the following required reports in compliance with the dates and conditions specified hereinbelow:

<u>Report Title</u>	<u>Frequency of Submission</u>	<u>Due Date To County</u>
Title X Quarterly Progress Report	Quarterly	1 <sup>st</sup> Quarter Report due April 10, 2003; 2 <sup>nd</sup> Quarter Report due July 10, 2003; 3 <sup>rd</sup> Quarter Report due October 10, 2004; and 4 <sup>th</sup> Quarter Report due January 10, 2004
Request for Title X Funds (Invoice)	Monthly	15 <sup>th</sup> of each month

Special Reports surveys and questionnaires as requested by CFHC or its funding source	Specified Date	Specified Date
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Failure to submit required or requested Reports may result in withholding payment of Title X funds under this Agreement or may be considered a breach of contract which may result in termination of the Agreement. Enforcement of contractual provisions for reporting are in accordance with CFHC Board of Directors policy dated November 22, 2002.

County may require Contractor's preparation of additional special reports upon thirty (30) days' notice to Contractor.

County must be notified immediately of any other grants or contracts directly affecting Title X services received during the term of this Agreement. Notification must include the name of the funding source, grant or contract number, the effective period of the grant or contract, the amount of the grant or contract, and a brief description of the services to be provided."

6. Paragraph 62, ENTIRE AGREEMENT, shall be amended to read as follows:

"62. ENTIRE AGREEMENT: The body of this Agreement; Exhibits A, A-1, B, B-1, B-2, B-3 C, C-1, C-2, C-3, D, E, and F attached hereto; shall constitute the complete and exclusive statement of understanding between the parties which supersedes all previous agreements, written or oral, and all

other communications between the parties relating to the subject matter of this Agreement. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, service, or schedule, between the body of this Agreement and the other above referenced documents, or between such other documents, such conflict or inconsistency shall be resolved by giving precedence first to the body of this Agreement and then to such other documents according to the following priority:

1. Exhibits A, A-1
2. Exhibits B, B-1, B-2, B-3
3. Exhibits C, C-1, C-2, C-3
4. Exhibit D.
5. Exhibit E.
6. Exhibit F."

7. Paragraph 67, SAFELY SURRENDERED BABY LAW, shall be added to the Additional Provisions to read as follows:

67. SAFELY SURRENDERED BABY LAW:

A. NOTICE TO EMPLOYEES REGARDING THE SAFELY SURRENDERED BABYLAW: The Contractor shall notify and provide to its employees, and shall require each subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in



Exhibit F of this contract and is also available on the Internet at www.babysafela.org for printing purposes.

1. Contractor's Acknowledgment of County's Commitment to the Safely Surrendered Baby Law: The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor understands that it is the County's policy to encourage all Contractors to voluntarily post the County's "Safely Surrendered Baby Law" poster in a prominent position at the Contractor's place of business. The Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The County's Department of Children and Family Services will supply the Contractor with the poster to be used."

8. Paragraph 68. NO PAYMENT FOR SERVICES PROVIDED FOLLOWING EXPIRATION/TERMINATION OF AGREEMENT, shall be added to the Additional Provisions to read as follows:

"68. NO PAYMENT FOR SERVICES PROVIDED FOLLOWING EXPIRATION/TERMINATION OF AGREEMENT: Contractor shall have no claim against County for the payment of any monies, or reimbursements of any kind whatsoever, for any service provided by Contractor after the expiration or (other) termination of this Agreement, even if Contractor's

provision of such services were requested by County directly. Should Contractor receive any such payment, it shall immediately notify County and shall repay or return all such funds or reimbursements to County within a reasonable amount of time. Payment by County for services rendered after expiration/termination of this Agreement shall not constitute a waiver of County's right to recover such payment from Contractor. This provision shall survive the expiration or (other) termination of this Agreement."

9. Paragraph 66, TERMINATION FOR CONVENIENCE, shall be amended to read as follows:

"66. TERMINATION FOR CONVENIENCE: The performance of services under this Agreement may be terminated, with or without cause, in whole or in part, from time to time when such action is deemed by County to be in its best interest. Termination of services hereunder shall be effected by delivery to Contractor of a thirty (30) day advance Notice of Termination specifying the extent to which performance of services under this Agreement is terminated and the date upon which such termination becomes effective.

After receipt of a Notice of Termination and except as otherwise directed by County, Contractor shall:

1. Stop services under this Agreement on the date and to the extent specified in such Notice of Termination;  
and

2. Complete performance of such part of the services as shall not have been terminated by such Notice of Termination.

After receipt of a Notice of Termination, Contractor shall submit to County, in the form and with the certifications as may be prescribed by County, its termination claim and invoice. Such claim and invoice shall be submitted promptly, but not later than sixty (60) calendar days from the effective date of termination. Upon failure of Contractor to submit its termination claim and invoice within the time allowed, County may determine on the basis of information available to County, the amount, if any, due to Contractor in respect to the termination, and such determination shall be final. After such determination is made, County shall pay Contractor the amount so determined.

Contractor, for a period of five (5) years after final settlement under this Agreement, shall make available to County, at all reasonable times, all its books, records, documents, or other evidence bearing on the costs and expenses of Contractor under this Agreement in respect to the termination of services hereunder. All such books, records, documents, or other evidence shall be retained by Contractor at a location in Southern California and shall be made available within ten (10) working calendar days of prior written notice during County's normal business hours to representatives of County for purposes of inspection or audit.

10. As of January 1, 2003, Exhibit A-1 shall be added to the

Agreement.

11. As of January 1, 2003, Exhibit B-2 shall be added to the Agreement.

12. As of January 1, 2003, Exhibit C-2 shall be added to the Agreement.

13. As of January 1, 2003, Exhibits A-1, B-2 and C-2 shall supersede and replace Exhibits A, B-1 and C-1, respectively.

14. As of January 1, 2004 , if funding is available, Exhibit B-3 shall be added to the Agreement.

15. As of January 1, 2004, if funding is available, Exhibit C-3 shall be added to the Agreement.

16. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its

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Director of Health Services, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

HARBOR-UCLA RESEARCH AND  
EDUCATION INSTITUTE  
\_\_\_\_\_  
Contractor

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Title \_\_\_\_\_  
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL  
LLOYD W. PELLMAN  
County Counsel

APPROVED AS TO CONTRACT  
ADMINISTRATION:

Department of Health Services

By \_\_\_\_\_  
Acting Chief, Contracts and  
Grants Division

AMENDCD3037.KH  
Kh:12/4/03

EXHIBIT A-1

## Current Year Contract Application Exhibit A - 1

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

### Family Planning Program Service Site Information

Site Name	City	Zip Code	Communities Served	Office Hours	Clinic Hours
Harbor-UCLA Research & Education Institute, Women's Health Care Clinic	Torrance	90509	Torrance, Carson, Compton, Gardena, Inglewood, Lomita, Los Angeles, San Pedro, Harbor City, Wilmington	M-F 8:00am - 5:00pm	M 8am-7pm T, W, Th: 8am-5pm Fri: 8am-2pm
Bellflower Health Center	Bellflower	90706	Bellflower, Paramount, Compton, Lynwood, South Gate, Downey, Norwalk, Cerritos	M-F 8:00am - 4:30pm	M-F 8:00am - 4:30pm
La Puente Health Center	La Puente	91744	La Puente, Valinda, Hacienda Heights, Baldwin Park, West Covina	M-F 8:00am - 5:00pm	W 1:00pm - 5:00pm Friday 8:00am - 5:00pm
Antelope Valley Health Center	Lancaster	93534	Lancaster, Pearlblossom, Palmdale, Acton, Littlerock, Lake Los Angeles	M-F 8:00am-4:30pm	M, T, W: 8am-12noon, 12:30pm-4:30pm 2nd, 4th & 5th Friday 8:00am - 12:00noon
Mid-Valley Comprehensive Health Center	Van Nuys	91405	Panorama City, Van Nuys, Canoga Park, Pacoima, Chatsworth, Sherman Oaks, Simi Valley, Northridge, Reseda	M-F 8:00am - 5:00pm	M-Th 8:00am - 8:00pm F & Sat. 8:00am - 4:00pm
LAC+USC Medical Center	Los Angeles	90033	Monterey Park, Alhambra, El Sereno, Alhambra, Montebello, Highland Park, Pasadena, Los Angeles, Boyle Heights, Lincoln Heights	M-F 8:00am - 4:40pm	M-F 7:00am - 4:30pm
H. Claude Hudson Comprehensive Health Center	Los Angeles	90007	Los Angeles, South Central Los Angeles	M-F 8:30am - 5:00pm	M-Sat. 8:00am - 4:30pm

El Monte Comprehensive Health Center	El Monte	91731	El Monte, Baldwin Park, Montebello, Rosemead	M-F 8:30am - 5:00pm	M, W, F & every other Saturday 8:00am - 4:30am
Edward R. Roybal Comprehensive Health Center	Los Angeles	90022	East Los Angeles, Montebello, Monterey Park, Alhambra	M-F 8:30am - 5:00pm	M,T 8:00am - 4:30pm TH 9:00am - 5:30pm 2nd Sat. 8:00am - 4:30pm
Hubert H. Humphrey Comprehensive Health Center	Los Angeles	90003	South Central Los Angeles	M-F 8:30am - 5:00pm	M-F 8:00am - 4:30pm every other Saturday: 8:00am - 4:30pm
Long Beach Comprehensive Health Center	Long Beach	90813	Long Beach, Signal Hill, Belmont Shore, Wilmington, San Pedro, Seal Beach, Lakewood	M-F 8:00am - 4:30pm	M-F 8:00am - 4:30pm
Glendale Health Center	Glendale	91206	Glendale, Pasadena, Burbank, Eagle Rock, Los Angeles, Hollywood, La Crescenta	M-F 8:00am - 5:00pm	M-Th 8:00am - 8:00pm F 8:00am - 4:00pm
San Fernando Health Center	San Fernando	91340	San Fernando, Pacoima, Sylmar, Granada Hills, Santa Clarita, Saugus, Canyon Country, Sepulveda, Mission Hills	M-F 8:00am - 5:00pm	M-Th 8:00am - 8:00pm F & Sat. 8:00am - 4:30pm
Wilmington Health Center	Wilmington	90744	Wilmington, Harbor City, Lomita, Carson, San Pedro, Long Beach	Monday-Friday 7:30am-6:00pm Saturday 9:00am-1:00pm	Monday-Friday 7:30am-6:00pm Saturday 9:00am-1:00pm

1.Total Agency Users 2001 FPAR: 38515

2.Total Agency approximate Users projected for 2002 FPAR: 35000

KL: jc  
12/04/03



EXHIBIT B-2

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## Statement of Work (SOW)

B-2

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

1-Administrative Goals and Objectives: To enhance the administration of the Delegate Agency to provide family planning services.

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1.	Implement or maintain a review process of all agency functions, in order to ensure compliance with all Title X regulations, by December 31, 2003	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Meeting minutes will be maintained which document the administrative team meetings and resulting activities.
	1.B A patient <b>20</b> satisfaction survey will be completed by clients.	1.B Title X Family Planning Program Administrative and Medical Liaisons	1.B Patient satisfaction surveys will be completed, summarized and kept on file. Findings will be used to develop a corrective action plan and make the appropriate changes.
	1.C Delegate Agency will maintain and update a community needs assessment on a periodic basis to define agency's role in the community.	1.C Title X Family Planning Program Administrative and Medical Liaisons	1.C Community needs assessment will be conducted and results kept on file. Findings will be used to modify services to address community needs.
	1.D The Education Materials Review Committee, consisting of at least five community members, will meet at least once annually to review and approve the educational materials used by	1.D Title X Family Planning Program Administrative and Medical Liaisons	1.D Meeting minutes will be maintained which document the Educational Materials Review Committee meetings and resulting activities.

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			the agency.			
2.	Maintain a process of Continuous Quality Improvement to ensure compliance with the Title X regulations and to ensure delivery of high quality family planning services.	2.A	The Continuous Quality Improvement medical team will review a minimum of 25 family planning client charts for quality and documentation, to include medical services, education and counseling, and adolescent counseling.	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A	Meeting minutes will be maintained which document the QI medical team meetings and resulting activities, including the number of charts reviewed.
		2.B	Delegate Agency will maintain a follow-up system for abnormal medical findings.	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B	Documentation of abnormal medical findings follow-up system will be maintained.

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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.

a) Clinical Worksheet for Objectives 1 - 3

				CONTRACT REQUIREMENTS
OBJECTIVE 1	1.A	By December 31, 2003 Delegate Agency will see approximately the following number of clients in the corresponding poverty levels:	POVERTY LEVEL	
			<100%	4,000
			101% - 150%	770
			151% - 200%	200
			201% - 250%	25
			>250%	5
			UNKNOWN	0
			TOTAL MALE & FEMALE USERS:	5,000
OBJECTIVE 2	2.A	By December 31, 2003 the approximate number of female family planning clients will be seen with the corresponding contraceptive methods:	CONTRACEPTIVE METHOD	
			Sterilization	75
			Oral Contraceptives	1,775
			IUD	450
			Hormone Implant	50
			Injection	675
			Cervical Cap	5
			Diaphragm (with or without jelly cream)	5
			Condom (with or without spermicide)	1,315
			Spermicidal Foam, Jelly or Cream; or Contraceptive Film	25
			Natural Methods	75
			Other Methods	0
			Method Unknown	0
			Pregnant	160
			No Method Used for other reason	140
			TOTAL FEMALE USERS:	4,750
		By December 31, 2003 Delegate Agency will		

## Harbor-UCLA REI

OBJECTIVE 3	3.A	provide family planning medical services to approximately the following number of males.	TOTAL MALE USERS:	250
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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.

## b)Goals and Objectives

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Provide family planning services to eligible individuals per the Federal Poverty Guidelines, by December 31, 2003	1.A Document and report the poverty status of 5000 family planning clients (automatically transferred from your completed Clinical Worksheet).	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Review of the Family Planning Annual Report (FPAR) submissions for client poverty status in Table 2.
2. Provide contraceptive methods to eligible Title X female clients, by December 31, 2003	2.A Provide family planning education and medical services to approximately 4750 females (automatically transferred from your completed Clinical Worksheet).	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A Review of the FPAR and Progress Report (PR) submissions for family planning education and medical services of female clients.
	2.B Document and report the birth control methods used by approximately 4750 female clients (automatically transferred from your completed Clinical Worksheet).	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B Review of the FPAR submissions for the contraceptive methods of female clients in Table 3.
	2.C Document and report the number of women who receive emergency contraception.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C Review Progress Report submissions.
3. To provide family planning education and medical services to	3.A Provide family planning education and medical services to approximately 250 males (automatically	3.A Title X Family Planning Program	3.A Review of the FPAR and PR submissions for family planning

## Harbor-UCLA REI

	eligible Title X male clients, by December 31, 2003		transferred from your completed Clinical Worksheet).	Administrative and Medical Liaisons		education and medical services of male clients.
4.	Increase access to family planning services by Title X eligible clients as a result of community partnerships, by December 31, 2003. (Reminder - must be a min. 10% of budget.)	4.A	Develop and maintain a Partnering Plan with 3 community partners (See Exhibit E).	4.A Title X Family Planning Program Administrative and Medical Liaisons	4.A	Partnering Plan and memorandums of understanding will be maintained and updated as necessary (CFHC to be informed of any modifications to the Partnering Plan in a timely manner).
		4.B	Delegate Agencies will provide family planning services to approximately 75 new clients as a result of the community partnerships.	4.B Title X Family Planning Program Administrative and Medical Liaisons	4.B	Review Progress Reports of the Partnering Plan and tracking system to determine performance and initiate corrective actions.
5.	Increase family planning services by providing family planning education and medical services to special populations, by December 31, 2003. (Reminder - must be a min. 25% of budget.)	5.A	Provide family planning services to high risk, hard-to-reach individuals in Title X priority groupings. Indicate the approximate number of individuals from each group to be served below: Individuals whose family income is 201%-250% of the federal poverty level 0 Homeless Individuals 0 Substance-Using / Abusing Individuals 75 Individuals with Disabilities 20 Immigrants 0 Migrant Workers 0 Limited English Proficiency Clients 0 TOTAL Clients Served 95	5.A Title X Family Planning Program Administrative and Medical Liaisons	5.A	Review Progress Reports on Special Populations for performance.
						Meeting minutes

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6.	Provide patient education and counseling to all Title X eligible clients seeking family planning services, by December 31, 2003	6.A	Agency will review and revise client education protocols at least once.	6.A Title X Family Planning Program Administrative and Medical Liaisons	6.A	will be maintained which document the review of the client education and counseling protocols.
		6.B	Maintain/update protocols to ensure provision of counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.B Title X Family Planning Program Administrative and Medical Liaisons	6.B	Protocols will be maintained on file, reviewed and updated as necessary.
		6.C	Provide counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.C Title X Family Planning Program Administrative and Medical Liaisons	6.C	Documentation of appropriate counseling will be maintained in charts of adolescents.



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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

3-Community Education and Outreach Goal: To increase The community's knowledge and access to family planning services offered by the Delegate Agency.

## Goals and Objectives

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1.	Create and maintain community partnerships with non-family planning agencies to increase community knowledge of family planning services by December 31, 2003.	1.A Delegate Agency will continue to implement and monitor the effectiveness of all aspects of the Partnering Plan.	1.A Review Progress Reports on the progress of the Partnering Plan to determine effectiveness of the education component, and initiate corrective actions as necessary.
		1.B Approximately <b>250</b> partnership outreach contacts will result in new clients receiving family planning services as stated in Clinical Objective 4, Activity 4.B.	1.B Review Progress Reports on the Partnering Plan for performance.
		2.A Agency will review at least once annually and update as needed, the Community Education and Outreach Plan.	2.A Meeting minutes will be maintained which document the review of the Community Education and Outreach Plan.
		2.B Mass marketing efforts will reach approximately <b>800</b> individuals through events and activities such as health fairs, concerts and community events.	2.B Delegate Agency will maintain documentation of the number of individuals reached through the mass marketing events.
		2.C Education and outreach will be provided to	2.C Delegate Agency will maintain documentation of the number of

## Harbor-UCLA REI

2.	Conduct marketing, community outreach and education to potential Title X eligible clients, by December 31, 2003.	2.C	approximately 1,275 individuals as a result of the community education and outreach plan.	Program Administrative Liaisons and Medical Liaisons	2.C	individuals reached through the community outreach and education program.												
		2.D	<p>Agency will conduct outreach presentations to the following groups.</p> <table border="0"> <tr> <td>Community Groups</td> <td>X</td> </tr> <tr> <td>School Classes</td> <td>X</td> </tr> <tr> <td>Church Groups</td> <td>X</td> </tr> <tr> <td>Community Organizations</td> <td>X</td> </tr> <tr> <td>Social Service Agencies</td> <td>X</td> </tr> <tr> <td>WIC Center</td> <td>X</td> </tr> </table>	Community Groups	X	School Classes	X	Church Groups	X	Community Organizations	X	Social Service Agencies	X	WIC Center	X	2.D Title X Family Planning Program Administrative Liaisons and Medical Liaisons	2.D	<p>Delegate Agency will maintain documentation of the number of presentations through the community outreach and education program.</p> <p>Review Progress Reports to determine effectiveness of the community outreach and education program, and initiate corrective actions as necessary.</p>
		Community Groups	X															
		School Classes	X															
Church Groups	X																	
Community Organizations	X																	
Social Service Agencies	X																	
WIC Center	X																	
2.E	<p>Provide family planning education and outreach to high risk, hard-to-reach individuals in Title X priority groupings in the following approximate numbers as indicated in Clinical Objective 5.A.</p> <table border="0"> <tr> <td>Individuals whose family income is 201%-250% of the federal poverty level</td> <td>0</td> </tr> <tr> <td>Homeless Individuals</td> <td>0</td> </tr> <tr> <td>Substance-Using / Abusing Individuals</td> <td>75</td> </tr> <tr> <td>Individuals with Disabilities</td> <td>20</td> </tr> <tr> <td>Immigrants</td> <td></td> </tr> <tr> <td>Migrant Workers</td> <td>0</td> </tr> </table>	Individuals whose family income is 201%-250% of the federal poverty level	0	Homeless Individuals	0	Substance-Using / Abusing Individuals	75	Individuals with Disabilities	20	Immigrants		Migrant Workers	0	2.E Title X Family Planning Program Administrative Liaisons and Medical Liaisons	2.E	Review Progress Reports on special populations for performance.		
Individuals whose family income is 201%-250% of the federal poverty level	0																	
Homeless Individuals	0																	
Substance-Using / Abusing Individuals	75																	
Individuals with Disabilities	20																	
Immigrants																		
Migrant Workers	0																	

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		Limited English Proficiency Clients	0		
		TOTAL Outreach Contacts	95		

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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

4-Family Involvement Goals and Objectives: To encourage family involvement in family planning services for teens.

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Provide family involvement counseling to Title X eligible adolescents seeking family planning services, by December 31, 2003.	1.A Maintain existing protocols to include family involvement counseling as part of adolescent client family planning visits.	1.A Title X Family Planning Program Administrative Liaisons and Medical Liaisons	1.A Protocols will be maintained on file, reviewed and updated as necessary.
	1.B Provide family involvement counseling during initial / annual visits and all visits as appropriate with adolescent clients.	1.B Title X Family Planning Program Administrative Liaisons and Medical Liaisons	1.B Documentation of family involvement counseling will be maintained in the charts of adolescent clients.

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## Statement of Work (SOW)

1/1/2003 to 12/31/2003

Agency Name: L. A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

5-Financial Management Goals and Objectives: To improve and maintain the Delegate Agency's financial systems to ensure contract compliance.

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE	EVALUATION	
1.	Delegate Agency will maintain a family planning program in compliance with the contract requirements and Title X Regulations / Guidelines.	1.A	Develop a line-item budget for the period January 1, 2003 to December 31, 2003.	1.A Title X Family Planning Program Administrative Liaisons/Medical Liaisons/Program Managers	1.A	Review and revise the annual family planning budget to meet the needs of the family planning program.
		1.B	Update and maintain accounting procedures and manuals.	1.B Financial Management/Finance units for each of the nine Title X Family Planning Programs	1.B	Review accounting procedures and manuals annually.
		1.C	Complete a quarterly Statement of Revenue and Expenses.	1.C Grant Manager/Fiscal Manager for Public Health Financial Management, DHS	1.C	Review and submit quarterly Statement of Revenue and Expenses.
		1.D	Complete the Federal Statement of Revenue (FSR) for CY 2003.	1.D Grant Manager/Fiscal Manager for Public Health Financial Management, DHS	1.D	Compile and submit the Federal Statement of Revenue annually.

REVISED 3/7/03

## Title X BCS Funding Application

B-2

Agency Name: L.A. COUNTY DEPARTMENT OF HEALTH SERVICES

Agency Number: 1316

## CFHC Delegate Agency Partnering Plan Information

Partner 1:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
<b>Name:</b> Southern California Youth & Family Center (Coastal Cluster)	100	20
<b>Type of Agency:</b> (Check all that apply) <input checked="" type="checkbox"/> Schools <input checked="" type="checkbox"/> Incarceration/Detention <input checked="" type="checkbox"/> Pregnancy Prevention or Parenting Program <input checked="" type="checkbox"/> Job Training/Skills or Welfare-to-Work <input checked="" type="checkbox"/> Faith-based <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) <input checked="" type="checkbox"/> Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> Extensive education to be provided to members of center in each of their individual programs to address reproductive health issues. Services are provided to all partner members who present to our clinic. <b>Brief Description of partnership:</b> The Coastal Cluster Family Planning Program did not provide any description of partner. <b>Brief desc.of tracking system for outreach contacts and visits:</b> Informal tracking system exists now 'Sally sent me' message to nurses. <b>Evaluation plan for reviewing success of partnership:</b> Continued responses from each of the members of the Center. Invitations for these groups continue to overwhelm our capacity. Responses/requests from high risk group representative (e.g. Twin Tower), document that our outreach efforts are meeting needs.		
Partner 2:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
<b>Name:</b> Weingart Center Association-(JWCH)	250	150

<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) Youth (24 and under) X Persons 25+ X Males X Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To increase by 10% the number of males and females who will enter family planning, e.g., awareness of family planning services, STI prevention, and HIV from 1/1/03-12/31/03.		
<b>Brief Description of partnership:</b> The partnership with Weingart Center Association has allowed us to disseminate information on family planning, STI prevention and HIV. We give Weingart food vouchers as an incentive for persons to stay and receive information on various topics. We also give out health education materials and condoms. <b>Brief desc.of tracking system for outreach contacts and visits:</b> We have developed sign-in sheets to keep track of our outreach contacts. We have also developed a mechanism whereby our outreach workers give their contacts a code word. When the clients come in for their appts., they are asked how they heard about the clinic. If the client gives the code word, this information is entered into the computer at the time of registration. <b>Evaluation plan reviewing success of partnership:</b> Once a month a report is generated which indicates the number of clients registered with the outreach code word. We monitor whether we have met our goal by tracking the number of clinical visits which are a result of our partnership.		
<b>Partner 3:</b>	<b># of Outreach Contacts in 2003</b>	<b># of Tracked Visits in 2003</b>
<b>Name:</b> WIC-(JWCH)	900	300
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ Males X Females	

**Partnering Plan:****Goals and Objectives:**

To increase by 15% the number of African American and Latina women who will enter family planning, e.g., awareness of family planning, STI prevention and HIV from 1/1/03-12/31/03.

**Brief Description of partnership:**

The partnership with WIC has allowed us to disseminate information on family planning, STI prevention and HIV. We give incentives in the form of coupons for various establishments in the area for persons who attend the presentations. We also give out health education materials and condoms.

**Brief desc.of tracking system for outreach contacts and visits:**

We have developed sign-in sheets to keep track of our outreach contacts. We have also developed a mechanism whereby our outreach workers give their contacts a code word. When the clients come in for their appts., they are asked how they heard about the clinic. If the client gives the code word, this information is entered into the computer at the time of registration.

**Evaluation plan for reviewing success of partnership:**

Once a month a report is generated which indicates the number of clients registered with the outreach code word. We monitor whether we have met our goal by tracking the number of clinical visits which are a result of our partnership.

Partner 4:	# of Outreach Contacts in 2003	# of Tracked Visits in 2003
Name: WIC-(REI)	150	30
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ Males X Females	

**Partnering Plan:****Goals and Objectives:**

To maintain a collaborative partnership with the Compton-WIC Center. To provide family planning educational and clinical services to underserved, indigent women under an agreement with the Women, Infant and Children (WIC) Project agency. This partnership allows contact with those individuals who lack adequate access to family planning services and traditionally have not been affiliated with family planning program services.

**Brief Description of partnership:**

The role of the REI Womens Health Care Clinic (WHCC) is to provide education and clinical services to patients from the WIC project. The role of the WIC project is to inform clients of WHCC, the availability of family planning services, to post and distribute educational materials, to provide WHCC staff access to WIC facilities.

**Brief desc.of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits)



<b>Partner 5:</b>	<b># of Outreach Contacts in 2003</b>	<b># of Tracked Visits in 2003</b>
<b>Name:</b> House of Hope-(REI)	50	40
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work <input checked="" type="checkbox"/> Faith-based Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) <input checked="" type="checkbox"/> Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To provide family planning education and clinical services to the underserved, indigent women residing at the House of Hope (women in recovery). <b>Brief Description of partnership:</b> The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients from the House of Hope (HOH). Nurse practitioners, health workers and other outreach staff will visit the HOH site at agreed upon dates and times to present topics of interest to HOH clients. The role of HOH is to inform clients of WHCC and the availability of family planning services. <b>Brief desc.of tracking system for outreach contacts and visits:</b> The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book. <b>Evaluation plan for reviewing success of partnership:</b> Annual evaluation of staff time and number of clients (outreach and visits).		
<b>Partner 6:</b>	<b># of Outreach Contacts in 2003</b>	<b># of Tracked Visits in 2003</b>
<b>Name:</b> Harbor Interfaith Shelter-(REI)	50	5
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work <input checked="" type="checkbox"/> Faith-based Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) <input checked="" type="checkbox"/> Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	

**Partnering Plan:****Goals and Objectives:**

To provide family planning education and clinical services to the underserved, indigent men and women residing at the Harbor Interfaith Shelter (HIS).

**Brief Description of partnership:**

The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients of HIS. Nurse practitioners, health workers and other outreach staff will visit HIS at agreed upon dates and times to present topics of interests to HIS clients. The role of HIS is to inform clients of WHCC and the availability of family planning services.

**Brief desc.of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list and counts new contacts during educational presentations. Clerk notes clinical visits made by partner patients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits).

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Male Services Program  
Statement of Work  
January 1, 2003 to June 30, 2003

Agency Name: Los Angeles County Department of Health Services- REI Women's Health Care Clinic

Goal A: To serve an increased number of male clients, ages 25 and older, over those served during CY 2002 via outreach, marketing, and clinical service delivery, by June 30, 2003.			
Objective	Activity	Person (s) Responsible	Evaluation
1. Agency will develop, add, or maintain, or enhance their current outreach strategy in order to reach ( <u>200</u> ) males 25 and older.	a. Create or maintain male outreach strategies, \$such as: (select a minimum of three activities) <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> Hire and train outreach worker(s)</li> <li>• <input checked="" type="checkbox"/> Create a local marketing campaign</li> <li>• <input checked="" type="checkbox"/> Develop web based information and education for male services</li> <li>• <input checked="" type="checkbox"/> Incentives program</li> <li>• <input checked="" type="checkbox"/> Identify strategies and resources to reach males 25 and older</li> </ul>	Clinic Director  Outreach Coordinator	<ul style="list-style-type: none"> <li>• Narrative description of implementation of outreach strategies will be submitted with the Quarterly Progress Report</li> </ul>
	b. <u>Maintain</u> tracking mechanism to record outreach contacts to males 25 and older		
	c. Reach ( <u>200</u> ) males 25 and older through outreach		<ul style="list-style-type: none"> <li>• Maintain and submit documentation of the progress with outreach efforts on the Quarterly Progress report</li> </ul>

Male Services Program  
Statement of Work  
January 1, 2003 to June 30, 2003

Agency Name: Los Angeles County Department of Health Services – REI Women's Health Care Clinic

Goal A: To serve an increased number of male clients, ages 25 and older, over those served during CY 2002 via outreach, marketing, and clinical service delivery, by June 30, 2003.			
Objective	Activity	Person (s) Responsible	Evaluation
2. Agency will provide appropriate male oriented materials to male clients 25 and older throughout CY 2003.	a. Select materials from CFHC list or use own materials. If using materials that are not on CFHC list, submit samples of other materials to be used b. Order and distribute materials within clinic and community	Clinic Director Outreach Coordinator Outreach Coordinator	<ul style="list-style-type: none"> <li>Maintain catalog of male educational materials purchased</li> <li>Submit quarterly estimation with the Quarterly Progress Report of the number of educational brochures distributed to males 25 and older</li> </ul>
3. Agency will increase the number of male clients 25 and older served in the clinic, over those served in CY 2002.	a. Provide male medical services such as: <ul style="list-style-type: none"> <li>Complete male physical exams</li> <li>STD screening / testing and treatment</li> <li>Sexual reproductive health counseling and education</li> </ul>	Clinic Director Nurse Practitioner	<ul style="list-style-type: none"> <li>An increase of male clients 25 and older served, as reported on the Quarterly Progress Report and Family Planning Annual Report</li> </ul>

EXHIBIT C-2

LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES  
FAMILY PLANNING PROGRAM  
**TITLE X ALLOCATION SCHEDULE**  
JANUARY 31, 2003 THROUGH DECEMBER 31, 2003

Exhibit C-2

FAMILY PLANNING SERVICE AREA	PROGRAM ADMINISTRATION	CONTRACEPTIVE SERVICES	SPECIAL POPULATION	PARTNERING PROJECT	MALE SERVICES PROGRAM	TITLE X ALLOCATION TOTALS
<u>County Operated:</u>						
1. San Fernando Valley Cluster	\$ -	\$ 32,649	\$ 29,157	\$ -	\$ -	\$ 61,806
2. Antelope Valley Cluster	-	25,000	38,066	-	-	63,066
3. Southwest Cluster	-	-	-	-	-	-
4. LAC+USC HealthCare Network (Northeast Cluster)	-	25,000	-	-	-	25,000
5. Coastal Cluster	-	25,000	13,768	5,000	-	43,768
6. LAC+USC Medical Center Women's & Children's Hospital	-	37,112	-	-	-	37,112
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 144,761</b>	<b>\$ 80,991</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 230,752</b>
<u>Subcontractors:</u>						
7. JWCH Institute, Inc. (4 CHCs)	\$ -	\$ 95,270	\$ 45,625	\$ 55,794	\$ -	\$ 196,689
8. Harbor/UCLA Research & Education Institute (REI)	-	41,575	49,674	9,722	11,250	112,221
<b>SUBCONTRACTORS TOTAL</b>	<b>\$ -</b>	<b>\$ 136,845</b>	<b>\$ 95,299</b>	<b>\$ 65,516</b>	<b>\$ 11,250</b>	<b>\$ 308,910</b>
9. Family Planning Program Administration Unit	\$ 176,748	-	-	-	-	176,748
<b>TITLE X ALLOCATION TOTALS</b>	<b>\$ 176,748</b>	<b>\$ 281,606</b>	<b>\$ 176,290</b>	<b>\$ 70,516</b>	<b>\$ 11,250</b>	<b>\$ 716,410</b>

EXHIBIT B-3

EXHIBIT B-3

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**1-Administrative Goals and Objectives: To enhance the administration of the Delegate Agency to provide family planning services.**

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Implement or maintain a review process of all agency functions, in order to ensure compliance with all Title X regulations, by December 31, 2004.	1.A A review committee consisting of administrative and medical personnel will meet at least once annually to review the policies and procedures related to the family planning program.	1.A Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.A Meeting minutes will be maintained which document the administrative team meetings and resulting activities.
	1.B A patient satisfaction survey will be completed by 20 clients.	1.B Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.B Patient satisfaction surveys will be completed, summarized and kept on file. Findings will be used to develop a corrective action plan and make the appropriate changes.
	1.C Delegate Agency will maintain and update a community needs assessment on a periodic basis to define agency's role in the community.	1.C Title X Family Planning Program Administrative Liaison and Medical Liaison.	1.C Community needs assessment will be conducted and results kept on file. Findings will be used to modify services to address community needs.
	1.D The Education Materials Review Committee, consisting of at	1.D Title X Family Planning Program Administrative Liaison and Medical	1.D Meeting minutes will be maintained which document the Educational Materials



			least five community members, will meet at least once annually to review and approve the educational materials used by the agency.	Liaison.		Review Committee meetings and resulting activities.
2.	Maintain a process of Continuous Quality Improvement to ensure compliance with the Title X regulations and to ensure delivery of high quality family planning services.	2.A	The Continuous Quality Improvement medical team will review a minimum of 25 family planning client charts for quality and documentation, to include medical services, education and counseling, and adolescent counseling.	2.A Title X Family Planning Program Administrative Liaison and Medical Liaison.	2.A	Meeting minutes will be maintained which document the QI medical team meetings and resulting activities, including the number of charts reviewed.
		2.B	Delegate Agency will maintain a follow-up system for abnormal medical findings.	2.B Title X Family Planning Program Administrative Liaison and Medical Liaison.	2.B	Documentation of abnormal medical findings follow-up system will be maintained.

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**2-Clinical Goal:** To space and plan the number of pregnancies among Title X clients.

**a) Clinical Worksheet for Objectives 1 - 3**

				CONTRACT REQUIREMENTS
<b>OBJECTIVE 1</b>	1.A	By December 31, 2004 Delegate Agency will see approximately the following number of clients in the corresponding poverty levels:	<b>POVERTY LEVEL</b>	
			<100%	3,875
			101% - 150%	625
			151% - 200%	200
			201% - 250%	25
			>250%	25
			UNKNOWN	0
			<b>TOTAL MALE &amp; FEMALE USERS:</b>	4,750
<b>OBJECTIVE 2</b>	2.A	By December 31, 2004 the approximate number of <b>female</b> family planning clients will be seen with the corresponding contraceptive methods:	<b>CONTRACEPTIVE METHOD</b>	
			Sterilization	70
			Oral Contraceptives	1,635
			IUD	375
			Hormone Implant	35
			Hormonal Patch	0
			Vaginal Ring	0
			Injection	615
			Cervical Cap	1
			Diaphragm (with or without jelly cream)	5
			Condom (with or without spermicide)	1,393
			Spermicidal Foam, Jelly or Cream; or Contraceptive Film	15
			Natural Methods	85
			Other Methods	1
			Method Unknown	0
			Pregnant	145

			No Method Used for other reason	125
			<b>TOTAL FEMALE USERS:</b>	4,500
<b>OBJECTIVE 3</b>	3.A	By December 31, 2004 Delegate Agency will provide family planning medical services to approximately the following number of males:.		
			<b>TOTAL MALE USERS:</b>	250

**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316**2-Clinical Goal: To space and plan the number of pregnancies among Title X clients.****b)Goals and Objectives**

OBJECTIVE #	ACTIVITY	JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1. Provide family planning services to eligible individuals per the Federal Poverty Guidelines, by December 31, 2004.	1.A Document and report the poverty status of 4,750 family planning clients (automatically transferred from your completed Clinical Worksheet).	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Review of the Semi-annual Progress Report (SPR) submissions for client poverty status.
2. Provide contraceptive methods to eligible Title X female clients, by December 31, 2004.	2.A Provide family planning education and medical services to approximately 4,500 females (automatically transferred from your completed Clinical Worksheet).	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A Review of the SPR submissions for family planning education and medical services of female clients.
	2.B Document and report the birth control methods used by approximately 4,500 female clients (automatically transferred from your completed Clinical Worksheet).	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B Review of the SPR submissions for the contraceptive methods of female clients.
	2.C Document and report the number of Emergency Contraception units dispensed.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C Review SPR submissions.
3. To provide family	3.A Provide family planning education and medical	3.A Title X Family	3.A Review of the SPR submissions

	planning education and medical services to eligible Title X male clients, by December 31, 2004.		services to approximately 250 males (automatically transferred from your completed Clinical Worksheet).	Planning Program Administrative and Medical Liaisons		for family planning education and medical services of male clients.
4.	Increase access to family planning services by Title X eligible clients as a result of community partnerships, by December 31, 2004. <b>(Reminder - must be a min. 10% of budget.)</b>	4.A	Develop and maintain a Partnering Plan with 2 community partners (See Exhibit E).	4.A Title X Family Planning Program Administrative and Medical Liaisons	4.A	Partnering Plan and memorandums of understanding will be maintained and updated as necessary (CFHC to be informed of any modifications to the Partnering Plan in a timely manner).
		4.B	Delegate Agencies will provide family planning services to approximately 75 new clients as a result of the community partnerships.	4.B Title X Family Planning Program Administrative and Medical Liaisons	4.B	Review SPR submissions of the Partnering Plan and tracking system to determine performance and initiate corrective actions.
5.	Increase family planning services by providing family planning education and medical services to special populations, by December 31, 2004.	5.A	Provide family planning services to high risk, hard-to-reach individuals in Title X priority groupings. Indicate the approximate number of individuals from each group to be served below: Homeless Individuals 0 Substance-Using / Abusing Individuals 75 Individuals with 20	5.A Title X Family Planning Program Administrative and Medical Liaisons	5.A	Review SPR submissions on Special Populations for performance.

	(Reminder - must be a min. 25% of budget.)		Disabilities Immigrants 0 Migrant Workers 0 Limited English Proficiency Clients 100 TOTAL Clients Served 195				
6.	Provide patient education and counseling to all Title X eligible clients seeking family planning services, by December 31, 2004.	6.A	Agency will review and revise client education protocols at least once.	6.A	Title X Family Planning Program Administrative and Medical Liaisons	6.A	Meeting minutes will be maintained which document the review of client education and counseling protocols.
		6.B	Maintain/update protocols to ensure provision of counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.B	Title X Family Planning Program Administrative and Medical Liaisons	6.B	Protocols will be maintained on file, reviewed and updated as necessary.
		6.C	Provide counseling when appropriate to minors on how to resist coercive attempts to engage in sexual activity.	6.C	Title X Family Planning Program Administrative and Medical Liaisons	6.C	Documentation of appropriate counseling will be maintained in charts of adolescents.

**Statement of Work (SOW)****1/1/2004 to 12/31/2004****Agency Name:** L.A. County Department of Health Services**Agency Number:** 1316**3-Community Education and Outreach Goal: To increase The community's knowledge and access to family planning services offered by the Delegate Agency.****Goals and Objectives**

<b>OBJECTIVE #</b>		<b>ACTIVITY</b>		<b>JOB TITLE OF STAFF RESPONSIBLE</b>	<b>EVALUATION</b>
1.	Create and maintain community partnerships with non-family planning agencies to increase community knowledge of family planning services by December 31, 2004.	1.A	Delegate Agency will continue to implement and monitor the effectiveness of all aspects of the Partnering Plan.	1.A Title X Family Planning Program Administrative and Medical Liaisons	1.A Review SPR submissions on the progress of the Partnering Plan to determine effectiveness of the education component, and initiate corrective actions as necessary.
		1.B	Approximately 200 partnership outreach contacts will result in new clients receiving family planning services as stated in Clinical Objective 4, Activity 4.B.	1.B Title X Family Planning Program Administrative and Medical Liaisons	1.B Review SPR submissions on the Partnering Plan for performance.
2.	Conduct marketing, community outreach and education to potential Title X eligible clients, by December 31, 2004.	2.A	Agency will review Community Education and Outreach Plan at least once annually.	2.A Title X Family Planning Program Administrative and Medical Liaisons	2.A Meeting minutes will be maintained which document the review of the Community Education and Outreach Plan.
		2.B	Mass marketing efforts will reach approximately 500 individuals through events and activities such as health fairs, concerts and	2.B Title X Family Planning Program Administrative and Medical Liaisons	2.B Delegate Agency will maintain documentation of the number of individuals reached through the mass

	community events.			marketing events.												
2.C	Education and outreach will be provided to approximately 1,200 individuals as a result of the Community Education and Outreach Plan.	2.C Title X Family Planning Program Administrative and Medical Liaisons	2.C	Delegate Agency will maintain documentation of the number of individuals reached through the Community Education and Outreach Plan.												
2.D	<p>Agency will conduct outreach presentations to the following groups.</p> <table> <tr> <td>Community Groups</td> <td>X</td> </tr> <tr> <td>School</td> <td>X</td> </tr> <tr> <td>Church Groups</td> <td>X</td> </tr> <tr> <td>Community Organizations</td> <td>X</td> </tr> <tr> <td>Social Service Agencies</td> <td>X</td> </tr> <tr> <td>WIC Center</td> <td>X</td> </tr> </table>	Community Groups	X	School	X	Church Groups	X	Community Organizations	X	Social Service Agencies	X	WIC Center	X	2.D Title X Family Planning Program Administrative and Medical Liaisons	2.D	<p>Delegate Agency will maintain documentation of the number of presentations through the Community Education and Outreach Plan.</p> <p>Review SPR submissions to determine effectiveness of the Community Education and Outreach Plan, and initiate corrective actions as necessary.</p>
Community Groups	X															
School	X															
Church Groups	X															
Community Organizations	X															
Social Service Agencies	X															
WIC Center	X															
2.E	<p>Provide family planning education and outreach to high risk, hard-to-reach individuals in Title X priority groupings in the following approximate numbers as indicated in Clinical Objective 5.A.</p> <table> <tr> <td>Homeless Individuals</td> <td>0</td> </tr> <tr> <td>Substance-Using / Abusing</td> <td>75</td> </tr> </table>	Homeless Individuals	0	Substance-Using / Abusing	75	2.E Title X Family Planning Program Administrative and Medical Liaisons	2.E	Review SPR submissions on special populations for performance.								
Homeless Individuals	0															
Substance-Using / Abusing	75															



		Individuals			
		Individuals with	20		
		Disabilities			
		Immigrants	0		
		Migrant	0		
		Workers			
		Limited English			
		Proficiency	0		
		Clients			
		TOTAL			
		Outreach	195		
		Contacts Served			

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**4-Family Involvement Goals and Objectives: To encourage family involvement in family planning services for adolescents.**

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE		EVALUATION	
1.	Provide family involvement counseling to Title X eligible adolescents seeking family planning services, by December 31, 2004.	1.A	Maintain existing protocols to include family involvement counseling as part of adolescent client family planning visits.	1.A	Title X Family Planning Program Administrative Liaisons and Medical Liaisons.	1.A	Protocols will be maintained on file, reviewed and updated as necessary.
		1.B	Provide family involvement counseling during initial / annual visits and all visits as appropriate with adolescent clients.	1.B	Title X Family Planning Program Administrative Liaisons and Medical Liaisons.	1.B	Documentation of family involvement counseling will be maintained in the charts of adolescent clients.

**Statement of Work (SOW)**  
**1/1/2004 to 12/31/2004**

**Agency Name:** L.A. County Department of Health Services

**Agency Number:** 1316

**5-Financial Management Goals and Objectives: To improve and maintain the Delegate Agency's financial systems to ensure contract compliance.**

OBJECTIVE #		ACTIVITY		JOB TITLE OF STAFF RESPONSIBLE	EVALUATION
1.	Delegate Agency will maintain a family planning program in compliance with the contract requirements and Title X Regulations / Guidelines.	1.A	Develop a line-item budget for the period January 1, 2004 to December 31, 2004.	1.A Title X Family Planning Program Administrative and Medical Liaisons.	1.A Review and revise the annual family planning budget to meet the needs of the family planning program.
		1.B	Update and maintain accounting procedures and manuals.	1.B Public Health Finance Grant Manager and Finance Analyst.	1.B Review accounting procedures and manuals annually.
		1.C	Complete a quarterly Statement of Revenue and Expenses.	1.C Public Health Finance Grant Manager and Finance Analyst.	1.C Review and submit quarterly Statement of Revenue and Expenses.
		1.D	Complete the Federal Statement of Revenue (FSR) for CY 2004.	1.D Public Health Finance Grant Manager and Finance Analyst.	1.D Compile and submit the Federal Statement of Revenue annually.

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## Title X BCS Funding Application Exhibit *B-3*

Agency Name: L.A. County Department of Health Services  
Agency Number: 1316

### CFHC Delegate Agency Partnering Plan Information

Partner 1 :	# of Outreach Contacts in 2004	# of Tracked Visits in 2004
Name: Weingart Center Association-(JWCH)	200	150
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Homeless Program or Shelter <input checked="" type="checkbox"/> All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) Youth (24 and under) <input checked="" type="checkbox"/> Persons 25+ <input checked="" type="checkbox"/> Males <input checked="" type="checkbox"/> Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To increase knowledge of family planning to 200 homeless individuals that are participants in various programs at the Weingart Center Association. <b>Brief Description of partnership:</b> Weingart Center Association provides services to various programs including: homeless, veterans, recuperative care and substance and alcohol abuse. This is a good resource enabling JWCH to enter their facility and provide reproductive health education to a captive audience. These individuals are at risks and have limited access to reproductive health services. The partnership with Weingart Center Association has allowed us to disseminate information on family planning, STI prevention and HIV. We give Weingart food vouchers as an incentive for persons to stay and receive information on various topics. We also give out health education materials and condoms. <b>Brief desc. of tracking system for outreach contacts and visits:</b> We have developed a unique tracking system whereby the outreach workers give potential clients a code name. When the client come in for their visit, they are asked how they heard about the clinic and the client gives the code name to the clerk. The code name is entered into the computer and we are able to track the number of contacts resulting in a visit. <b>Evaluation plan for reviewing success of partnership:</b>		

While we monitor on a monthly basis the number of contacts and visits, we meet on a monthly basis to make adjustments, if necessary, to our outreach strategies.		
<b>Partner 2 :</b>	<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
<b>Name:</b> WIC - (JWCH)	800	250
<b>Type of Agency:</b> (Check all that apply) Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	<b>Population Served:</b> (Check all that apply) X Youth (24 and under) X Persons 25+ Males X Females	
<b>Partnering Plan:</b> <b>Goals and Objectives:</b> To increase knowledge of family planning to 800 women and teen moms that participate in various education sessions that WIC offers. <b>Brief Description of partnership:</b> WIC provides various services to women and teen moms. This is also a good resource which enables us to enter their facility and provide reproductive health education to a captive audience. These individuals are at risk and have limited access to reproductive health services. The partnership with WIC has allowed us to disseminate information on family planning, STI prevention and HIV. We give incentives in the form of coupons for various establishments in the area for persons who attend the presentations. We also give out health education materials and condoms. <b>Brief desc. of tracking system for outreach contacts and visits:</b> We have developed a unique tracking system whereby the outreach workers give potential clients a code name. When the client comes in for the visit, they are asked how they heard about the clinic and the client gives the code name to the clerk. The code name is entered into the computer and we are able to track the number of contacts resulting in a visit. of registration. <b>Evaluation plan for reviewing success of partnership:</b> While we monitor on a monthly basis the number of contacts and visits, we meet on a quarterly basis to make adjustments, if necessary, to our outreach strategies.		
<b>Partner 3 :</b>	<b># of Outreach Contacts in 2004</b>	<b># of Tracked Visits in 2004</b>
<b>Name:</b> WIC/Compton Center-(REI)	100	30
<b>Type of Agency:</b> (Check all that apply)		
<b>Population Served:</b> (Check all that apply)		

Schools Incarceration/Detention Pregnancy Prevention or Parenting Program Job Training/Skills or Welfare-to-Work Faith-based Substance Abuse Homeless Program or Shelter X All Other Community Services (Gov't/Private services or centers)	X Youth (24 and under) X Persons 25+ Males X Females				
<p><b>Partnering Plan:</b></p> <p><b>Goals and Objectives:</b>          To maintain a collaborative partnership with the Compton-WIC Center. To provide family planning educational and clinical services to underserved, indigent women under an agreement with the Women, Infant and Children (WIC) Project agency. This partnership allows contact with those individuals who lack adequate access to family planning services, which traditionally have not been affiliated with family planning program services.</p> <p><b>Brief Description of partnership:</b>          The role of the REI Womens Health Care Clinic (WHCC) is to provide education and clinical services to clients from the WIC project. The role of the WIC project is to inform clients of WHCC of the availability of family planning services, to post and distribute educational materials, to provide WHCC staff access to WIC facilities.</p> <p><b>Brief desc. of tracking system for outreach contacts and visits:</b>          A family planning clinic encounter form is completed and monitored for each client.</p> <p><b>Evaluation plan for reviewing success of partnership:</b>          Annual evaluation of staff time and number of clients (outreach and visits). The Compton WIC site manager is a member of the WHCC Advisory Council.</p>					
<b>Partner 4 :</b>	<table border="1"> <tr> <th data-bbox="974 462 1055 772"># of Outreach Contacts in 2004</th> <th data-bbox="974 157 1055 462"># of Tracked Visits in 2004</th> </tr> <tr> <td data-bbox="1055 462 1104 772">100</td> <td data-bbox="1055 157 1104 462">45</td> </tr> </table>	# of Outreach Contacts in 2004	# of Tracked Visits in 2004	100	45
# of Outreach Contacts in 2004	# of Tracked Visits in 2004				
100	45				
<p><b>Name:</b> Nat'l Council on Alcohol &amp; Drug Dependence, South Bay -(REI)</p> <p><b>Type of Agency:</b> (Check all that apply)          Schools          Incarceration/Detention          Pregnancy Prevention or Parenting Program          Job Training/Skills or Welfare-to-Work          Faith-based          X Substance Abuse          Homeless Program or Shelter          X All Other Community Services (Gov't/Private services or centers)</p> <p><b>Population Served:</b> (Check all that apply)          X Youth (24 and under)          X Persons 25+          X Males          X Females</p>					

**Partnering Plan:****Goals and Objectives:**

To provide family planning education and clinical services to the women enrolled in the NCADD programs (women in recovery).

**Brief Description of partnership:**

The role of the REI Women's Health Care Clinic (WHCC) is to provide education and clinical services to clients from the NCADD, South Bay. Nurse practitioners, health workers and other outreach staff will visit this site at agreed upon dates and times to present topics of interest to NCADD clients. The role of NCADD is to inform clients of WHCC and the availability of family planning services.

**Brief desc. of tracking system for outreach contacts and visits:**

The outreach worker collects a sign-in list or counts new contacts during educational presentations. Clerk notes clinical visits made by partner clients in a log book.

**Evaluation plan for reviewing success of partnership:**

Annual evaluation of staff time and number of clients (outreach and visits).

KL: jc

12/04/03

EXHIBIT C-3



LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES  
FAMILY PLANNING PROGRAM  
**TITLE X ALLOCATION SCHEDULE**  
JANUARY 1, 2004 THROUGH DECEMBER 31, 2004

FAMILY PLANNING SERVICE AREA	PROGRAM ADMINISTRATION	BASIC CONTRACEPTIVE SERVICES	SPECIAL POPULATION PROJECT	PARTNERING PROJECT	TITLE X ALLOCATION TOTALS
<u>County Operated:</u>					
1. San Fernando Valley Cluster	\$ -	\$ 57,884	\$ 38,194	\$ -	\$ 96,078
2. Antelope Valley Cluster	-	19,530	33,753	-	53,283
3. Southwest Cluster	-	-	-	-	-
4. LAC+USC Healthcare Network (Northeast Cluster)	-	18,992	-	-	18,992
5. Coastal Cluster	-	14,317	27,358	-	41,675
6. LAC+USC Medical Center Women's & Children's Hospital	-	54,333	-	-	54,333
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 165,056</b>	<b>\$ 99,305</b>	<b>\$ -</b>	<b>\$ 264,361</b>
<u>Subcontractors:</u>					
7. JWCH Institute, Inc. (4 CHCs)	\$ -	\$ 121,243	\$ 77,809	\$ 60,569	\$ 259,621
8. Harbor/UCLA Research & Education Institute (REI)	-	54,151	16,877	17,027	88,055
<b>SUBCONTRACTORS TOTAL</b>	<b>\$ -</b>	<b>\$ 175,394</b>	<b>\$ 94,686</b>	<b>\$ 77,596</b>	<b>\$ 347,676</b>
9. Family Planning Program Administration Unit	\$ 163,927	-	\$ -	\$ -	\$ 163,927
<b>TITLE X ALLOCATION TOTALS</b>	<b>\$ 163,927</b>	<b>\$ 340,450</b>	<b>\$ 193,991</b>	<b>\$ 77,596</b>	<b>\$ 775,964</b>

kl:12/3/03/titleXallocschCY2004conex6-30-03FINAL/excel

## EXHIBIT F

**no shame.  
no blame.  
no names.**

**now there's a way to  
safely surrender your baby**



**The Safely Surrendered Baby Law** A Confidential Safe Haven For Newborns

In California, the Safely Surrendered Baby Law allows an individual to give up an unwanted infant with no fear of arrest or prosecution for abandonment as long as the baby has not been abused or neglected. The law does not require that names be given when the baby is surrendered. Parents are permitted to bring a baby within 3 days of birth to any hospital emergency room or other designated safe haven in California. The baby will be placed in a foster or pre-adoptive home.

**In California, no one ever has to abandon a child again.**

**In Los Angeles County:**

**(877) BABY SAFE**

**(877) 222-9723**

**[babysafela.org](http://babysafela.org)**



**State of California**  
Gray Davis, Governor

**Health and Human Services Agency**  
Grantland Johnson, Secretary

**Department of Social Services**  
Rita Saenz, Director



**Los Angeles County Board of Supervisors**

Gloria Molina, Supervisor, First District  
Yvonne Brathwaite Burke, Supervisor, Second District  
Zev Yaroslavsky, Supervisor, Third District  
Don Knabe, Supervisor, Fourth District  
Michael D. Antonovich, Supervisor, Fifth District

**This initiative is also supported by First 5 LA and INFO LINE of Los Angeles**

### What is the Safely Surrendered Baby Law?

It's a new law. Under this law, a person may surrender their baby confidentially. As long as the baby has not been abused or neglected, the person may do so without fear of arrest or prosecution.

### How does it work?

A distressed parent who is unable or unwilling to care for an infant can legally, confidentially and safely surrender their baby within 3 days of birth. All that is required is that the baby be brought to a hospital emergency room in California. As long as the child shows no signs of abuse or neglect, no name or other information is required. A bracelet will be placed on the baby for identification. A matching bracelet will be given to the parent. The bracelet will help connect the parent to the baby if the parent wants the baby back.

### Can only a parent bring in the baby?

In most cases, a parent will bring in the baby. The law allows another person to bring in the baby if they have legal custody.

### Does the parent have to call before bringing in the baby?

No. A parent can bring in a baby anytime, 24 hours a day, 7 days a week.

### Does a parent have to tell anything to the people taking the baby?

No. Nothing is required. However, hospital personnel will give the parent a medical information questionnaire that is designed to gather family medical history. This could be very useful in caring for the child but it is up to the parent to complete it.

### What happens to the baby?

The baby will be examined and given medical treatment, if needed. Then the baby will be placed in a foster or pre-adoptive home.

### What happens to the parent?

Once the parent(s) has safely turned over the baby, they are free to go.

### What if a parent wants the baby back?

The parent(s) may take the bracelet back to the hospital. Hospital personnel will provide information about the baby.

### Why is California doing this?

The purpose of the Safely Surrendered Baby Law is to protect babies from being hurt or killed because they were abandoned.

You may have heard tragic stories of babies left in dumpsters or public toilets. The persons who committed these acts may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had nowhere to turn for help, they abandoned their infants.

Abandoning a baby puts the child in extreme danger. It is also illegal. Too often, it results in the baby's death. Because of the Safely Surrendered Baby Law, this tragedy doesn't ever have to happen in California again.

### The Eighteenth Safely Surrendered Baby in California

At 8:30 a.m. on Thursday, July 25, 2002, a healthy newborn baby was brought to St. Bernardine Medical Center in San Bernardino under the provisions of the California Safely Surrendered Baby Law.

This baby was the eighteenth child protected under California's Safely Surrendered Baby Law. As the law states, the baby's mother did not have to identify herself. When the baby was brought to the emergency room, he was examined by a pediatrician, who determined that the baby was healthy and doing fine. He was placed in a foster home for short-term care while the adoption process was started.

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Every baby deserves a chance for a healthy life. If you or someone you know is considering giving up a child, learn about your options.

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*Certainly we would prefer that women seek help while they are pregnant, not after giving birth, to receive proper medical care and counseling. But at the same time, we want to assure parents who choose not to keep their baby that they will not go to jail if they deliver their babies to safe hands in a hospital emergency room.*